

Internal Member Directory

Frequently Asked Questions

LCDA's [Internal Member Directory](#) is a listing of all our active members for the purpose of connecting.

The Member Directory will only display publicly available information. Your private information, including personal email, phone and contact details will **not** be visible to internal or external audiences. Only you and LCDA staff have access to private information.

Who is listed in the directory?

Only active Director and Executive members.

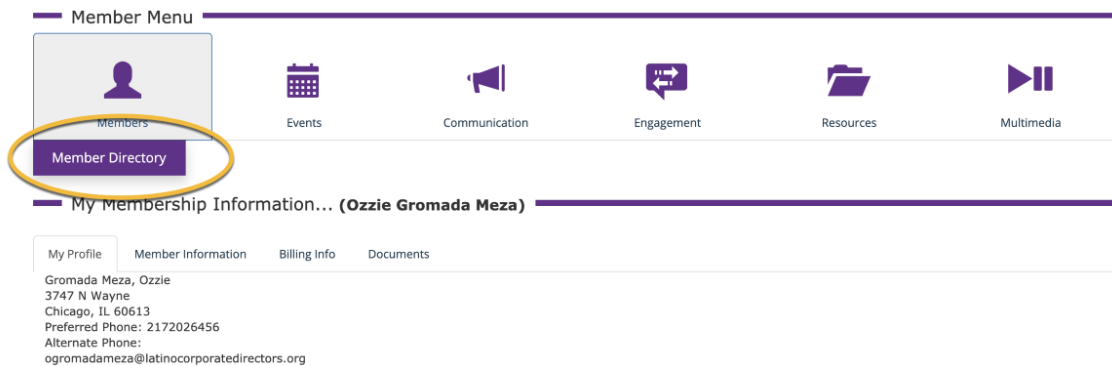
Who has access to it?

The internal directory will only be viewable by LCDA active members and staff.

Where can I access the directory?

The directory is only accessible from your [Member Portal](#). You must be logged into your account to view the directory.

Under Member Menu, click on Members icon to view the Member Directory option.



How can I connect with another member?

There are two ways to connect with a member

- **Connect on LinkedIn** -- When available, a link to the member's LinkedIn profile is accessible from their member profile.
- **Send a Message via Member Directory** -- Click on the red envelope located at the top right hand corner of the member's profile and fill out the contact form. While email is not required, it is highly recommended to provide an email address to allow the recipient to contact you. The recipient's email address will never be shared unless they directly reply back to your inquiry.

Can other members see my private information?

As a default, all private contact information is private. A member does have the **option** to make their email address viewable in the internal directory only. You can update your profile visibility settings by visiting your [Member Portal](#) and checking the box labeled **Display My E-Mail on Internal Member Directory** to display your email. LCDA does not share member's personal information unless approved by a member.

Can I update my information listed in the member directory?

Yes. Each profile will display a headshot, most relevant title and company, current/former/non-corporate boards, and links to professional bio and LinkedIn when available.

LCDA follows branding guidelines to ensure consistency across member profiles:

Member Field	Description	Formatting Guidelines
Most relevant title and company	An executive's title and company deemed most senior and/or desirable to search partners.	Title*, Parent Company Name (i.e. Chief Information Officer, Target Corporation) *include Former if previous role.
Current Boards	List of current public and private corporate boards.	<ul style="list-style-type: none"> List boards in Alpha order and include ticker if the company is currently public. Separate each company with a semicolon. If company is no longer public, add (delisted) ACI Worldwide (NASDAQ: ACIW); Millicom International SA (NASDAQ: TIGO)
Former Boards	List of former public and private corporate boards	See formatting guidelines for Current Boards. Citizens Republic Bancorp (delisted); FirstMerit Corporation (delisted)
Non-Corporate Boards	List of current non-corporate boards. Typically government committees and non-profit boards.	See formatting guidelines for Current Boards. American Heart Association; ATT Performing Arts Center; DALLAS Holocaust and Human Rights Museum