

2020-2021 CFA Society Toronto Volunteer Role

Committee Volunteer Role: Industry Relations and Corporate Governance Committee Member

Scope of the Role

CFA Society Toronto's Industry Relations and Corporate Governance Committee (IRCG) is looking for volunteers interested in leading and shaping the professional development and networking events for CFA® charterholders and other professionals.

IRCG is a programming committee that focuses on topical, high-quality events (seminars, round tables, and workshops) that will impart knowledge to and stimulate discussion among the Society's membership and the investment community at large. The Committee achieves this through events and programming that may be developed independently or in collaboration with other programming committees. Volunteers will work across the Society, IRCG, and their professional network to collaborate, successfully plan, market and execute these events that will ultimately serve the professional needs of the Society's membership. Past events held by IRCG have addressed regtech, corporate governance, and sustainable investing.

The Committee will on occasion build and maintain relationships with external groups (including other professional associations and regulators both nationally and internationally) with specific subject matter expertise to advance CFA Society Toronto's broader objectives and educate the membership.

Committee volunteers contribute the "KNOW-WHAT" by being the content experts - spotting topical industry, identifying critical issues, and more broadly, bring forward relevant professional development and continuing education topics and engagement opportunities in a timely manner. Leveraging professional experience and networks, volunteers are relied upon to source high caliber speakers and market events to the defined target audience, which is a vital component to every event's success.

We invite members from all tenure cohorts (<5yrs, 5-10years, 10+years), and particularly encourage those with 10+years of CFA® charterholder experience, to apply.

Goals

- Contribute effective programming related to industry relations and corporate governance to meet the professional development needs of the CFA Society Toronto membership
- Focus on quality, performance, efficiency and member requirements to create and maintain a standard of excellence

Duties and Responsibilities

- Attend monthly and ad hoc committee meetings (in person or via Zoom/phone)
- Work with committee on event timing, format, topics, attendance, member feedback to improve our professional development offers
- Identify areas to educate members and investment professionals
- Liaise with relevant CFAST office members, managers, professional development and events to ensure events are supported, marketed and delivered on a seamless, cost-effective basis

Time Commitment

- Role starts September 1, 2020 and ends August 31, 2021, yearly renewal dependent on committee chair's approval
- Term limit for committee members is 3 years with possible renewal for a second 3-year period (certain exceptions may apply)
- Average 2-4 hours per week
- Monthly committee meetings, 1-hour meetings
- Commitment to organizing 1-2 events per year

Characteristics

- Must be a CFA Society Toronto member in good standing
- Good team player who thrives in a collegial volunteer environment
- Strong communicator and facilitator
- Excellent organizational skills
- Proven strategic leadership skills
- Must have time to attend necessary meetings, events and program functions