

## **2020-2021 CFA Society Toronto Volunteer Role**

### **Committee Volunteer Role: Awards and University Relations Committee Member**

#### **Scope of the Role**

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CFA Society Toronto's Awards & University Relations Committee is looking for volunteers interested in supporting the committee's mandate, outreach programs, and communication with regional universities and colleges.

The Awards & University Relations Committee promotes and monitors the Society's awards, scholarships, and competitions which include the CFA Institute Research Challenge local competition, Canadian Ethics Challenge local competition, Undergraduate Finance & Economic Scholarships, and the Hillsdale Investment Management – CFA Society Toronto Research Award. Through outreach programming, the committee also builds and maintains relationships with Ontario business school departments, faculty, and student associations to improve awareness of the CFA® Program and highlight CFA Society Toronto's role in the investment community.

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

#### **Duties and Responsibilities**

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- Attend monthly and ad hoc committee meetings (in person or via Zoom/phone)
- Work with committee on managing the scholarships' and awards' timelines and marketing efforts
- Act as an application adjudicator and possible award judge
- Liaise with relevant Society staff to support in the development of programming training content and event coordination
- Attend outreach events as a speaker, panelist, or representative supporting the committee's initiatives

#### **Time Commitment**

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- 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**

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- 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