



## Position description

<b>Position title</b>	<b>University Engagement – Research Challenge Chair</b>		
<b>Classification</b>	Voluntary		
<b>Section</b>	University Engagement Committee and Notional Sub-Committee		
<b>Location</b>	Melbourne		
<b>Type</b>	Volunteer	<b>Hours per month</b>	Approx. 8 to 16 hours (June to October – busy period for Research Challenge); Approx 2 to 4 hours (November to May)
<b>Date</b>	April 2021		

## Role description

The University Engagement – Research Challenge Chair (“the Chair”) primary role is to lead and oversee the entire Research Challenge process. The Chair will manage a team of staff and volunteers (if any) to deliver and organise the Research Challenge. The Chair is a member of the Society University Engagement and will attend monthly University Engagement meetings.

## General responsibilities

This role will be responsible for:

- Leading and overseeing the CFA Research Challenge for the Melbourne Society.
- Taking ownership of Research Challenge initiatives and events, collaborating with and delegating appropriate tasks to staff and volunteers (if any).
- Manage the outreach efforts and relationship with each university faculty in relation to Research Challenge participation.
- Manage and run Research Challenge events, including but not limited to kick-off meeting, investor briefing by subject company and finals presentation.
- Manage and oversee relevant engagement sessions as part of Research Challenge such as skills sessions, equity research workshop, career session and cocktail reception.
- Locking in the company selected for Research Challenge in consultation with University Engagement team and advisor, and liaising with the company’s investor relation.
- Recruit and liaise with mentors and graders for the Research Challenge.
- Manage the grading process of Research Challenge.
- Running and managing their Sub-Committee (Research Challenge sub-committee) and ensuring all members of the notional sub-committee have the opportunity to provide input to discussions.
- Attends monthly University Engagement meeting to provide an update on Research Challenge as well as providing input into other University Engagement initiatives.
- Explore the potential to run a separate Research Challenge for Adelaide.

## Skills and experience

	Essential	Desirable
Qualifications	CFA	
Personal experience	5 years experience in equity research related role	10 year's experience or management level role in equity research
Skills	Team leadership Strong networking: proactively and reactively engage Investor Relation of selected company, CFA members (graders and mentors), faculty heads and students.	

## Conditions

The Notional Sub-Committee Convenor must agree to abide by the Society Code of Conduct.