



Position description

Position title	University Engagement – Research Challenge volunteer		
Classification	Voluntary		
Section	Notional Sub-Committee		
Location	Melbourne or Adelaide		
Type	Volunteer	Hours per month	Approx. 8 to 14 hours (June to October – busy period for Research Challenge); Approx 1 to 3 hours (November to May)
Date	April 2021		

Role description

Volunteer members of the Research Challenge sub-committees provide input and assistance to the University Engagement – Research Challenge Chair for organising Research Challenge events and assist with managing the Research Challenge process at the Chair’s request. It is anticipated that formal sub-committee meetings will not be required unless initiated by the Chair.

General responsibilities

This role will be responsible for:

- Provide input and assistance to the University Engagement – Research Challenge Chair to assist the running of the Research Challenge.
- The tasks may include, but not limited to:
- The outreach efforts and relationship with each university faculty in relation to Research Challenge participation.
- Assist in running Research Challenge events, including but not limited to kick-off meeting, investor briefing by subject company and finals presentation.
- Take ownership of running relevant engagement sessions as part of Research Challenge such as skills sessions, equity research workshop, career session and cocktail reception.
- Assist in liaising with mentors and graders for the Research Challenge.
- Assist in managing the grading process of Research Challenge.
- Attends periodic sub-Committee meeting, if required.

Skills and experience

	Essential	Desirable
Qualifications	CFA	
Personal experience	2 years experience in equity research or related role.	5 years experience or management level role in equity research
Skills	Strong networking Good organisational skills Ability to complete task on time	Proactively and reactively engage Investor Relation of selected company, CFA members (graders and mentors), faculty heads and students.
Location	Melbourne or Adelaide	Melbourne or Adelaide

Conditions

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