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**Volunteer Position Description**

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| **Date** | 14/02/2022 |
| **Director/Committee Chair’s Name**  | Shangitha Rajendran |
| **Volunteer Position Name** | Member of the CFA Melbourne Diversity Committee |
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| **Applicant's Attributes** |
| **Personal Attributes** | Passionate about Diversity, Equity & InclusionGrowth/ learning mindset |
| **Technical Attributes** | Lead, drive and execute diversity initiatives |
| **Describe the ideal applicant for this volunteer position** |
| Each member of the Committee will be responsible for the delivery of one of CFA Melbourne’s Strategic Diversity Initiatives and be a 2IC to a second initiative. The Ideal volunteer will be: * Passionate about promoting diversity within the investments industry.
* Lead, drive and execute diversity Initiatives. Initiatives range from events to research/analysis driven initiatives.
* Work collaboratively with volunteers within other CFA portfolios as Diversity impacts many streams as well as external stakeholders.
* In conjunction with Society Staff resourcefully source venues, speakers, collateral, material etc to implement initiatives.
* Track the success of initiatives against predefined measures and report results to the Diversity committee.
* Actively listen, observe and communicate ideas that will move the diversity dial.
* Regularly attend committee meetings, preparing ahead of time and actively participate in discussions.
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