

## Position description

Position title	<b>Professional Learning Volunteer</b>		
Portfolio	Member Engagement <ul style="list-style-type: none"> <li>• Ethics &amp; Professional Standards Sub-Committee</li> <li>• Macro Economics Sub-Committee</li> <li>• 'Series' and Collaborations Sub-Committee</li> </ul>		
Location	Melbourne		
Type	Volunteer	Hours per month	Approx. 2 – 4 hours
Date	October 2022		

## General responsibilities

Volunteer members provide input and assistance for organising Professional Learning events, including:

- Attend Sub-Committee meetings and actively contribute to the discussion, as well as play an integral role in PL events and activities and various initiatives targeted to members.
- Volunteers would also contribute to the development of new ideas for events and activities, ensure the Society is responding to member feedback and track the success of current events and activities.
- Assessing ideas and sourcing high quality speakers for PL events.
- Using personal network to source high-quality speakers for PL events.
- Potentially moderate a PL event.

## Skills and experience

	Essential	Desirable
Qualifications	CFA	
Personal experience	2 years' experience in Stream-relevant areas of the investment industry	5 years' experience in Stream-relevant areas of the investment industry
Skills	Strong networking	Proactively and reactively engage speaker organisations and, potentially, very senior members of those organisations

## Interested?

Please submit a cover letter stating why you are interested in the role and how your skills and experience matches the position description. Email [melbourne@cfas.org.au](mailto:melbourne@cfas.org.au) and attention your letter to Linda Trusler.