



Working group member: Author series

No of new member volunteers	5
Timeframe	Early June 2018 to 30 June 2019
Commitment	40 hours
Reports to:	Content and networks steering committee

CFA UK's author series of continuing education events has been a strong part of the programme for the last few years. The goal of this working group is to identify books and authors that fit the interests and continuing education needs of CFA UK's membership. Once identified this should lead to the creation of interesting and stimulating events, webinars and content that engage members and help them to develop their knowledge.

The group should aim to deliver a programme across the 2018-2019 membership year that engages with as much of CFA UK's membership as possible.

Purpose and activities:

- Assess the topics that would be of most interest to the membership
- Bring forward new ideas to tackle those topics, identify the most appropriate authors and engage with them
- Four live events during the 2018-2019 membership year – one per quarter
- Two webinars
- Create and curate additional content across arrange of platforms. Options include articles, speaker interviews and podcasts.
- Develop an executable plan to ensure all deliverables are achieved

Who are we looking for?

- Volunteers with a keen interest in both continuing education in the investment profession and the books and authors that could contribute to that education.
- Volunteers who regularly attend events and have interest leading/hosting at least one event
- Volunteers who would like to create and/or curate relevant content
- Availability for around six meetings throughout the membership year plus conference calls and work to move ideas forward between meetings
- Ability to work with a group to shape ideas.
- Understanding of what would interest the membership

How the CFA UK will help:

CFA UK will work out all logistics for the events (booking venues, working with suppliers etc.), all marketing to the membership via the events listing and emails, the technical operations for the webinars and posting the content online. We can contact speakers where they are not known to the working group.

What you will gain:

- Build your profile within the CFA UK network of volunteers, the wider membership and the industry
- Develop leadership, communication and team work skills
- Recognition for your contribution in shaping and delivering services to the membership
- Opportunity to meet and network with other like-minded investment professionals
- Volunteering brings a "shared experience" amongst peers that has long lasting benefits for your career

If you are interested in applying for this opportunity, please download the Volunteer Application form and return it along with a copy of your CV to volunteer@cfauk.org

Deadline [for applications]: 7th July 2018