



## Steering committee member – Content and Networks Steering Committee

<b>No of new member volunteers</b>	<b>4</b>
<b>Timeframe</b>	<b>June 2018 to 30 June 2019</b>
<b>Commitment</b>	<b>40 hours</b>
<b>Reports to:</b>	<b>CFA UK board and staffed office</b>

CFA UK's Content and Networks Steering Committee was formed in early 2018 and is responsible for providing a strategic plan for the delivery of content (including the society's extensive events programme) and the development of networks (including the Gender Diversity Network and special interest groups). The steering committee's plan is fed to several working groups that are responsible for delivering the content and running the networks.

The goal of the steering committee is to plan a coordinated and cohesive schedule of activity across each membership year. The committee aims to break down silos between different areas of content and events while ensuring that the plan best represents the needs of the membership and engages as many of the members as possible. By ensuring that planning is done further ahead, the steering committee can better enable working groups to raise the quality of content.

### Purpose and activities:

- Build a plan that best engages and satisfies CFA UK's membership, both building on existing ideas and fostering new ideas
- Review previous and existing activity delivering content, events and networks to the CFA UK membership
- Identify what activity should stop, what should continue and what should change – in particular, identify the subject areas most likely to engage the membership during the current member year
- Produce a top-level plan for how content, events and networks should be delivered across the member year
- Enable the formation of working groups tasked with delivering to plan
- Review the plan and output from the working groups throughout the year and update as necessary
- Create and foster a process by which new ideas are encouraged and evaluated

### Who are we looking for?

- CFA UK members with a preference for planning, strategy and review over delivery
- Members who prefer to take a broad and comprehensive outlook over focussing in on an area of expertise
- Diversity of perspective to represent the membership, for instance in terms of seniority in industry, background, gender etc.
- Members with well-rounded knowledge of the investment sector
- Members who keep up to date with the latest industry news and trends
- Availability for around six meetings throughout the membership year – some face to face and some conference calls - and work to move ideas forward between meetings
- Ability to work with a group to shape ideas.

### How CFA UK will help:

A member of the CFA UK staffed office, the Head of Member Delivery, sits on the steering committee. CFA UK can provide data around member engagement with existing CFA activity. CFA UK can provide information about available funding and resources plus systems and processes. CFA UK can assist in the formation and recruitment to working groups as requested by the steering committee.

### What you will gain:



- Build your profile within the CFA UK network of volunteers, the wider membership and the industry
- Develop leadership, strategic, communication and team work skills
- Recognition for your contribution in shaping 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](mailto:volunteer@cfauk.org)

**Deadline [for applications]:** 27 July 2018