



Working group member: Cultural and experiential social events

No of new member volunteers	4
Timeframe	July 2018 to June 2019
Commitment	20 hours
Reports to:	Content and networks steering committee

The cultural and experiential events working group celebrates the diversity of CFA UK membership and brings people together to enjoy cultural experiences. Last year, events of this type included celebrating the moon cake festival and marking Diwali. For 2018-2019, this group is tasked with making these cultural events bigger, more experiential and even more exciting!

Purpose and activities

- Work as a team to plan and deliver three events during the member year, each one in a different quarter, and each one working around a strong cultural or other theme
- Identify cultural celebrations and experiences that would appeal to a large cross section of the CFA UK membership with an aim of 100+ attendance per event
- Work closely with the CFA UK office to identify appropriate costs and pricing structure in line with available budget
- Be instrumental in planning and executing the event in line with the staffed office process
- Market the event to your own CFA UK networks as well as enabling the staffed office to market the event to the wider membership
- Host/co-host at least one of the events
- Report plans and events to the content and networks steering committee

Who are we looking for?

- CFA UK members who have a keen interest in understanding, sharing and delivering cultural experiences in London
- CFA UK members who have a passion for bringing people together in creative ways
- CFA UK members who enjoy planning and organising
- CFA UK members new to volunteering

How CFA UK will help:

CFA UK will offer event/venue/supplier advice and will book venues and suppliers in line with agreed budget. CFA UK will handle all venue and supplier contracts, invoices and details around delivery of services. CFA UK will organise any agreed payments with venues and suppliers in line with agreed budgets. CFA UK will market the events to the membership via the events listing and emails. CFA UK will provide at least one staff member to help run each event on the day.

What will you gain from volunteering in this role?

- Build your networks within the investment industry
- Develop leadership, communication and teamwork skills
- Build your profile within the CFA UK membership and the investment industry
- Recognition for your contribution by the Society's office.

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 30th June 2018