

CFA Society Edmonton Board of Directors Nomination Form

Mission Statement

The mission of CFA Society Edmonton is to:

- Provide a forum for education; information and communication centred on the needs of investment professionals;
- Enhance awareness of the investment profession and the CFA charter within the community;
- Promote professional excellence and the highest ethical standards;
- Support and advance the interests of its members; and
- Promote the CFA charter as a career option.

Organization

CFA Society Edmonton is a not-for-profit organization led by a volunteer Board of Directors. CFA Society Edmonton provides member services including educational events designed to add to the knowledge of its members; a professional society for charterholders in Edmonton and area; career services; and networking opportunities.

Board Meetings

The Board of Directors typically meets monthly on the last Monday of the month from 11:45AM to 1:00 PM at the office of the President. These meetings focus on operational matters, which include upcoming events and financial statement reviews as well as issues that are time sensitive. Two strategy sessions are scheduled during the term from, typically in fall and spring and are held in a downtown location.

Committees

The Society has several committees that meet during the term. The Chair of each committee is responsible for setting the schedule at the beginning of the term.

Director Expectations

All Board members have a fiduciary duty to CFA Society Edmonton and are expected to meet a level of service that furthers the mission and strategic goals of the Society.

Listed below are the basic responsibilities expected of Board Members.

- Regularly attend monthly Board meetings as well as other major Society events
- Attend the strategic planning sessions to formulate long term goals and objectives
- Provide Board oversight for or serve on and/or chair one or more standing committees
- Be the “face of the Society” at CFASE functions and other industry events, within the broader community as well as with CFA Institute
- Collaborate with other Directors to guide strategic direction and tactical implementation of initiatives as appropriate
- Serve as a resource for other Board members as needed
- Participate in generating and voting on the annual budget; assume responsibility for the financial condition of the Society
- Participate in the evaluation of the staff and independent contractors

Board Tenure

Each Director typically serves a minimum three years with terms expiring each year. After serving on the Board and when deemed mutually appropriate, a Director may be elected to be an Officer. Officer positions consist of Secretary, Treasurer, Vice President, and President. Officer positions are typically one-year terms. The immediate Past President is expected to remain on the Board for the year immediately following his/her presidency. Note that not all Directors desire to be an officer and may serve only as Directors at large for their tenure.

Selection Process

Directors are nominated by Members of the Society; these nominations are vetted and supplemented by the Nominating Committee each year to fill existing vacancies on the Board. Nominations are announced to the Members at least 21 days prior to the Annual Meeting. The membership at large elects Directors at the annual meeting held before the end of June.

Our goal is to have a dedicated and diverse Board that effectively guides the Society by defining and executing strategic initiatives, with input from members and paid staff. Many factors are taken into consideration when Directors are selected. These include, but are not limited to, professional background, skill set, previous volunteer experience with the Society, and personality.

Once the Nominating Committee receives applications, the Committee members attempt to meet personally with each individual before presenting a slate to the membership.

