

Women's Initiative Director

Specific Responsibilities

- Promotes the Financial Planning Association and Chapter mission and purpose.
- Attends monthly board meetings, chapter meetings and chapter activities.
- Plans unique and engaging networking events. Look for opportunities to develop and build a community.
- Retains, engages, and inspires women involved in our chapter to become involved in Women's Initiative.
- Is a reliable and valuable resource for financial professionals in the Austin area.
- Keeps the Board informed of all progress of events, networking, and leadership growth of our Women's Initiative Programs.
- Stays informed with FPA Nationals to share best practices and work together to achieve the goals and vision of the FPA National community.
- Posts event photos on LinkedIn
- Provides ready-to-go content to Chapter Executive for website, invites, surveys and newsletter
- Handles all event preparation which includes set up, communication with venue, actual event. Works with Chapter Exec if necessary venue deposit is needed.