

Hartford Society of Financial Analysts Job Description

University Liaison

General Purpose:

- Establish and maintain contact with interested Schools of Business at local Universities and Colleges, both graduate and undergraduate programs.
- Promote interaction between HSFA and various schools.
- Coordinate and participate in joint HSFA and School programs usually involving a speaker's panel presentation.
- Find interested faculty and subjects for presentation to HSFA membership, typically lunchtime speaker program.
- Raise awareness of HSFA and CFA.

Major Functions:

- Coordinate HSFA volunteers who act as contact points with various schools..
- Schedule events, attend and participate as possible.
- Arrange for appropriate speakers (HSFA members) for panels as desired by various schools.
- Attend school functions as invited.

Time Commitment:

- Generally less than one hour a week.
- More time required as events are brought together.
- One to four hours on site per event.

Structure:

- One chair to coordinate all aspects.
- Multiple volunteers with contacts at various schools.

Coverage:

We currently have adequate exposure at:

- **University of Connecticut**
- **Trinity College**

**Anyone with an interest and good contacts at other nearby Schools, Colleges,
or Universities please contact:**

Phil Spak

'Phil_Spak@Conning.com'

860.299.2257