

Volunteering: Frequently Asked Questions

Q: Do I have to be a member of CFAW to volunteer?

A: Yes. You must be a current member of the Society: Regular, Affiliate, or Student/Candidate.

Q: What are the requirements for being a volunteer?

A: In addition to membership, Society volunteers will be asked to fill out and submit an Expression of Volunteer Interest form so that we can place you in an available role that best suits your skills and interests.

Q: How do I get started?

A: Visit the Volunteer section of the CFAW website (www.cfawashington.org) to view the current listing of open volunteer positions. Complete and submit the Expression of Volunteer Interest form.

Q: What is my time commitment?

A: Our volunteer program offers a variety of options for service, depending on the amount of time you can commit. Volunteers can commit to working on an individual small project or program for a few hours, or can volunteer for one of CFAW's committees. The choice is yours.

Q: Do I have to join a committee?

A: No. Beyond our structured offerings, there are many ways to support the Society, such as writing an article or research paper or events support (like checking in attendees at an event, filling gift bags, or staffing large events).

Q: What types of activities does a volunteer do?

A: CFAW has a list of committees, events, or projects, both large and small, which require the help of volunteers throughout the year. Volunteers who wish to volunteer for a short-term project – for just a few hours – might spend time in the Society office reviewing scholarship applications or grading student Investment Research Challenge papers. Those with more time to offer might volunteer for an all-day event or choose to join – or even lead – a committee. Watch the CFAW website for scheduled Volunteer Open House events. These are a great way to learn more about the specific projects and committees that are looking for volunteers and to ask more specific questions.

Q: Do the committees have regular meetings; if so, am I required to attend?

A: All committees will meet quarterly, at a minimum, either in person or by conference call. Most committees have a bi-monthly meeting to discuss issues and agendas. In-person meetings are generally held at the CFAW offices at 1200 18th St. NW, Suite 700, Washington, DC.

Q: How do committees promote their events?

A: CFAW publishes an Events Calendar on its website, which features all Society events. In addition, the Society publishes a monthly online *Newsletter* and a weekly *Update* email which highlight Society events. The Society also maintains multiple social media channels which are leveraged to raise awareness of events.

Q: May I organize my own event?

A: Yes. CFAW encourages members to organize their own events, social or professional, to extend the number of events available to members. CFAW refers to these as Member Organized Events and will help promote them to the membership through its existing marketing channels.

Q: May I volunteer on a committee *and* at an event for a one-time project/program?

A: Yes! Many of our volunteers give their time to several service areas. We are especially interested in recruiting long-term volunteers and therefore work to be flexible to accommodate changing availability and interest. Many of our volunteers have been with us for several years and have given hundreds of volunteer hours.

Q: Do volunteers receive a discount on admission to CFAW events?

A: Volunteers are typically responsible for paying the associated registration fee to attend events. However, from time to time, there are opportunities for volunteers to attend an event they are supporting at a discount or for free. Volunteers are normally publicly recognized for their participation at the event.

Q: What are the networking benefits of being a volunteer?

A: Volunteers have great opportunities to work with CFAW officers and directors, a wide range of speakers, CFAW staff, and other volunteers and members. This makes for a rich networking experience.