

# CERTIFICATION EXAM MARKER

## VOLUNTEER POSITION DESCRIPTION

### Are you...

- A current CFP® professional looking to earn CE credits?
- An expert in the complexities of financial planning?
- Eager to contribute to and help shape your profession?

If this sounds like you, consider volunteering as a Certification Exam Marker for FP Canada's Examinations department. In this challenging and rewarding role, you'll play a vital part in evaluating the knowledge and readiness of the next generation of CFP professionals.

### What to Expect?

As a marker of the CFP examination, you'll work closely with your assigned team of other CFP professionals from across Canada. You'll score a specific set of candidate responses in the CFP examination, a competency-based examination comprised largely of short-answer questions. FP Canada staff will train and effectively prepare you to conduct this rigorous and important work.

**Exam Marking is held three times to coordinate with the CFP Exam sitting.**

### Benefits of Participating

As an examination marker, you will:

- Receive up to 20 CE credits in the Financial Planning category, up to 5 CE credits in the Giving Back category and an honorarium;
- Gain a deeper knowledge of the financial planning competencies that differentiate you from your peers and colleagues;
- Enhance your professional skills with complete immersion in financial planning;
- Build your resumé with activities that contribute to advancing the profession;
- Play a role in the evolution of CFP certification in Canada; and

- Network and collaborate with other CFP professionals.

Exam scorers from previous sessions reported a high satisfaction with their experience and indicated they would participate in scoring again and recommend the activity to a colleague.

## Eligibility Requirements

**To be eligible to take part, you must be a CFP professional and have completed the CFP examination within the past 15 years. You must have:**

- An interest in examination standards;
- A willingness to work collaboratively;
- A commitment to enhancing your own skills;
- No conflicts of interest (i.e. exam preparatory course providers or any other situation where the information discussed or the materials used during the exam development process would constitute as a conflict); and
- Extensive financial planning expertise, preferably with specialty knowledge in one or more of the following areas: financial management, asset management, risk management, tax planning, retirement planning and estate planning.

## Apply Now

If you are interested in this opportunity, please email [Jasvir Chauhan](mailto:jasvir.chauhan@fpca.org), QAFP Examination Coordinator to apply. Please include a cover letter and current resumé or CV that includes the following information:

- Current job responsibilities;
- Accomplishments in the field of financial planning and specialist expertise;
- Current or previous volunteer involvement with FP Canada;
- Any potential conflicts of interest; and
- Professional references.

## Our Commitment to Inclusion and Diversity

FP Canada values inclusion and diversity, and different perspectives and experiences; and we are committed to working towards an inclusive and diverse organization, reflective of Canada's population. We encourage candidates who identify in traditionally underrepresented communities (women, racialized persons, indigenous persons, LGBTQ2S+ and persons with disabilities) to apply.

## Our Commitment to Accessibility

FP Canada is committed to ensuring equal access and participation for people with disabilities in accordance with the Ontario Human Rights Code (OHRC) and the Accessibility for Ontarians with Disabilities Act (AODA). FP Canada will provide accommodation on request throughout the recruitment, selection and/or assessment process for applicants with disabilities.