



Senior Manager - Membership Engagement and Advisory Councils, ANZ & Asia Pacific

Candidate Pack

Welcome

Dear Applicant

Thank you for your interest in joining the Chartered Institute for Securities & Investment (CISI) as for Senior Manager - Membership Engagement and Advisory Councils, ANZ & Asia Pacific.

Following our recent strategic alliance with FINSIA, we're establishing CISI's presence in Australia and New Zealand. By November 2025, we will welcome around 7,000 new members across both countries. While all new members are important, what excites us most is the opportunity to build something even bigger, with this new base in Australia and New Zealand serving as our foundation for broader Asia-Pacific expansion.

As Senior Manager - Membership Engagement and Advisory Councils for ANZ & Asia Pacific, you'll shape how professional excellence is defined and delivered and you'll be responsible for CISI member engagement and supporting advisory structures including NACs for the wider Asia-Pacific region. You'll have the full support of our global operations teams in London and Sri Lanka, who provide world-class infrastructure, technology and operational expertise, as well as the strategic guidance of the Head of Growth & Strategic Partnerships of the region.

What You'll Achieve:

In this role, you will be at the forefront of CISI's regional engagement strategy, fostering strong connections with members, volunteers, and key stakeholders across Australia, New Zealand, and the broader Asia-Pacific region. You will champion the uptake of CISI's professional qualifications and continuing professional development (CPD) programmes, while delivering initiatives that deepen member engagement and strengthen retention. Your contribution will be instrumental in positioning CISI as the leading professional body in the region and supporting its long-term growth across Asia-Pacific.

We are seeking applications from individuals with a proven track record in financial services or related sectors, who are passionate about raising professional standards and committed to member-focused engagement. Whether your experience lies within financial institutions, professional associations, or regulatory bodies, you will bring the credibility and insight needed to engage effectively with senior stakeholders.

You will be a proactive and results-driven professional with excellent relationship-building skills, strategic acumen, and a strong ability to lead initiatives that deliver measurable impact. Your leadership will be key to expanding CISI's influence and building a thriving, connected membership community across Australasia.

At CISI, we are committed to staying ahead in a dynamic and evolving professional landscape. This role offers a unique opportunity for an ambitious individual to shape meaningful partnerships, amplify member voices, and contribute to the Institute's continued success in a global context.

We look forward to receiving your application.



Tracy Vegro
Chief Executive Officer

About the Chartered Institute for Securities & Investment

The Chartered Institute for Securities & Investment is the leading professional body for securities, investment, wealth, and financial planning professionals. Dedicated to professionalism since it emerged from the London Stock exchange in 1992, its purpose is to champion lifelong learning and integrity, raising individual standards of knowledge, skills and behaviour globally to enhance public trust and confidence in financial services.

We exist to set standards of professional excellence and integrity for securities, investment, wealth and financial planning professionals, providing qualifications and promoting the highest level of competence to our members, individuals and firms.

Our Global Infrastructure

With headquarters in London and a significant operations centre in Sri Lanka, CISI operates a truly global platform. This means you'll have access to:

- Proven systems and processes refined over three decades
- Technical teams supporting our digital platforms and member services
- Content specialists developing world-class qualifications and CPD programs
- Operational support handling the complex backend while you focus on growth

Why Australia, New Zealand, and Asia-Pacific Matter

These markets represent some of the most sophisticated and forward-thinking in financial services. With strong regulatory frameworks, innovative financial institutions, and a growing focus on professional standards, both Australia and New Zealand are natural homes for CISI's mission and together they form the ideal launching point for our Asia-Pacific growth strategy.

Our alliance with FINSIA creates the perfect foundation across both countries. Now we need the right leader to build upon it, someone who understands the distinct yet connected markets of Australia and New Zealand, appreciates our global operational capabilities, and can leverage these to create something exceptional while keeping an eye toward the broader APAC opportunity.

Find out more

Please visit <https://www.cisi.org>



Role Description

Job title

Senior Manager - Membership Engagement and Advisory Councils, ANZ & Asia Pacific

Reports to

Head of Growth & Strategic Partnerships, ANZ & Asia Pacific

Role purpose

The Senior Manager - Membership Engagement & Advisory Councils is responsible for supporting CISI's member engagement strategy across Australia and New Zealand. This includes managing the National Advisory Council (NACs), Local Advisory and Industry Groups and strengthening relationships with members and volunteers, and delivering initiatives that promote professional standards, lifelong learning, and community building. The postholder plays a key role in ensuring the voice of the member is represented, valued, and visible in CISI's regional activity.

Successful candidates will thrive in a small team environment, they must demonstrate a proactive mindset, a high level of capability, and willingness to take a hands-on approach to ensure responsibilities are fulfilled effectively.

Key Responsibilities

Main duties and objectives

- Manage the administration and development of National Advisory Council (NACs), including meeting planning, communications, and follow-up.
- Build and maintain strong relationships with CISI's members, volunteers, and regional stakeholders to support engagement and retention.
- Help to shape and deliver a compelling programme of activity that responds to NACs insights and supports local membership needs.
- Collaborate with Events, Marketing, and Membership teams to support local delivery of CPD, networking, and professional engagement activity.
- Track and report on member engagement activity, volunteer contributions, and NACs feedback to inform strategy.
- Promote CISI's values, qualifications, and Code of Conduct in all member-facing activities.
- Ensure compliance with relevant data protection, governance, and reporting requirements.

Skills and Knowledge

- Excellent interpersonal and relationship management skills.
- Strong organisational skills with the ability to manage multiple projects and deadlines.
- A strong interest and understanding of financial services to confidently engage with members and the associated advisory structures
- Understanding of the dynamics and structure of professional membership bodies.
- Confident communicator with the ability to engage senior professionals and volunteers.
- Comfortable working independently and collaboratively across teams and time zones.
- Good knowledge of governance and meeting practices is desirable.

Experience

- Experience managing member engagement, volunteer networks, or advisory committees.
- Experience working in a professional body, membership organisation, or regulated sector is highly desirable.
- Proven ability to work with diverse stakeholders and senior-level professionals.
- Experience coordinating meetings, projects, or stakeholder engagement activities.

Other requirements:

- Candidates must have the legal right to work in Australia
- Candidates must be physically based in Australia

Terms of Appointment

Remuneration

This role offers a competitive remuneration package, which includes a basic starting salary of up to **AUD 105,000** per annum. In addition, benefits offered by CISI include:

- 12% Superannuation guarantee
- Business travel expenses covered
- Discretionary bonus paid annually
- Complimentary CISI Membership

Location

The preferred location for this role is Sydney, Australia but as the post holder will be working remotely, candidates based anywhere in Australia will be considered.

Annual leave

Up to 24 days annual leave per annum plus national and additional state holidays (depending on candidate's location), plus three days off between Christmas and New Year.

Candidate Adjustments

At CISI we encourage applications from a neurodiverse workforce so please reach out to discuss reasonable adjustments if required.

We value the contribution that employees with different views and experience bring to the Institute and are committed to promoting equality, inclusion and diversity. We hope to receive applications from a wide range of talented people irrespective of their race, religion or belief, gender, age, gender identity, neurodiversity, disability, sexual orientation, ethnic origin, political belief/opinion, social class, relationship status or caring responsibilities.

How to apply

To make an application, please email your CV and supporting statement that sets out why you think this role is the right move for you and how you meet the knowledge and experience criteria (maximum two pages) to HR@cisi.org. Please quote the name of this job role in the subject line of your email.

Alternatively, apply directly on LinkedIn.

Recruitment Timescales

Closing date:	Friday, 14 th November 2025
Preliminary interviews:	Week Commencing 24 th November 2025
Final Panel interviews:	Week Commencing 8 th December 2025

