NOW HIRING

VantageOne CREDIT UNION

Career Opportunity

TYPE: External Advertisement

ROLE: Wealth Services Manager

BUSINESS LINE: VantageOne Financial Corp.

DATE: March 8, 2023

We're looking for an experienced, action-driven leader to join our wealth management team as the Wealth Services Manager. If you want to join a team of leaders passionate about making an impact in the communities we serve, apply now!

POSTING NUMBER: EX 2023-08

CLOSING DATE: Until Filled

HOW TO APPLY: Please **email** a resume and cover letter to HR@vantageone.net no later than **5:00 pm** on the closing date. Please indicate the posting number in subject line of email.

About the role:

This in-branch role is in Vernon BC, in the beautiful North Okanagan Valley.

Reporting into the Vice President, Wealth Services, the Wealth Services Manager is accountable for the overall oversight and management of the VantageOne Financial Corp. business line. This role exercises control over resources, policy formulation and planning, specifically the management, leadership and direction of a high functioning wealth management team. This includes the management of people, budget, and planning, performance evaluation, compensation, hiring and disciplinary actions. Annual compensation during the first year is expected to be $125,000 exclusive of all other company benefits and perquisites.

The ideal candidate requires:

- Bachelor's Degree
- Valid Certified Financial Planner Designation
- Mutual funds license
- Insurance License
- 7 - 9 years' experience in the Wealth Management Industry in increasingly more complex roles
- Minimum of 2 years management, leadership and/or coaching experience.
- Comprehensive understanding of all wealth services functions (technical and otherwise) and how they interact to achieve the business objectives of the wealth management subsidiary.
- Excellent communication skills are required to negotiate internally at a senior and board level and externally with clients, community, and business partners.
- The ability to manage and grow a small book of High-Net-Worth clients.

Who We Are:

VantageOne Financial Corp. is a wholly owned subsidiary of VantageOne Credit Union, providing full financial planning services to our clients. We offer market-based investment options, risk products, group insurance solutions and retirement planning products. Our team of talented professionals is client focused and committed to creating meaningful financial advice for all our clients.

Our history as a credit union reaches all the way back to 1944 when we opened our first branch in Vernon. Since that time, we're proud to have become a vital part of the local business economy. From the very start, we have seen ourselves as a local business, owned by our members and operated by people who live here and are deeply invested in our communities. We have four branches located in Vernon, Armstrong, Peachland, and Arrow Lake.

What sets VantageOne apart from others is that while we offer traditional banking and borrowing solutions, we have also strategically diversified our services to meet our members' expanding financial needs by offering increased Financial Ability with a Human Touch.

For full job details please visit our website at www.VantageOne.net

We welcome applications from all interested; however, only those selected for an interview will be contacted.

VantageOne Credit Union is an equal opportunity employer and employs individuals without regard to race, color, ancestry, place of origin, religious beliefs, gender, gender identity, gender expression, age, physical disability, mental disability, marital status, family status, and sexual orientation.

Position Description

POSITION TITLE:	Wealth Services Manager
BUSINESS UNIT/DEPARTMENT	VantageOne Financial Corp.
LOCATION:	North Vernon
REPORTS TO:	Vice President, Wealth Management

PURPOSE OF POSITION

To Manage the advisory services operations of VantageOne Financial Corporation, the Wealth Management subsidiary of VantageOne Credit Union. This includes recruiting, training, and guiding the Financial Advisor team and partnering with the Administrative Team to create an exceptional client experience. Develop and manage budgets and work with other business leaders and managers to meet the strategic and business goals of the organization. This position will also manage a small book of High-Net-Worth clients personally.

ROLES AND RESPONSIBILITIES/DUTIES

Management Team Member

- Demonstrate enthusiastic support of VantageOne's mission, vision, and values.
- Actively participate as a member of the VantageOne Financial Corp. management team by attending regular team meetings contributing to the design and attainment of short- and long-term subsidiary goals through group discussion and problem solving, consulting on issues affecting day to day wealth operations.
- Actively participate in corporate wide management team meetings and develop positive functional relationships with leaders in other business units throughout the organization.
- Provide input and recommendations in creation of annual business sales plan and operating budget; collaborates with the subsidiary leadership team to ensure the areas of improvement are aligned with the business needs.

Leadership

- Manages assigned staff coaching to build capabilities and foster professional development to enable employees to optimize their contribution, reach sales targets and maximize employee engagement.
- Responsible for technical, operational, and administrative activities with a focus on consistently delivering meaningful financial planning advice to clients and providing outstanding service in all locations.
- Manages the process to identify and implement operational efficiencies, within compliance requirements, to maximize resources and enhance productivity – innovate and simplify.
- Assist each advisor in building a business plan for their practice to maximize sales results and document their planned business development activities to support their practice.
- Proactively manages staffing levels by managing and controlling FTE and salary budget for subsidiary.
- Works with Human Resources and VOF management in recruitment planning. Acts as Chair of the Interview Committee for vacancies directly reporting.
- Manage the corporate performance management system processes, providing ongoing feedback to staff creating a clear understanding of objectives and performance expectations.
- Adheres to all VantageOne corporate wide policies in conjunction with Risk Management, assists with the implementation of corporate wide compliance and risk management procedures and programs.
- Manages and administers the Corporate Employee Handbook as it applies to VOFC staff.
- Holds direct and indirect reports of VOFC accountable for performance, attitude, and behavior. Encourage and recognize achievements while maintaining a high standard to support outstanding service delivery to clients and advisors and contribute to development of a strong VOF team approach.
- Develop, monitor, and report statistics of production and operational excellence, initiating follow up to recognize achievements or coach for improved results as necessary.

- Manages and delivers progressive discipline of direct reports, up to and including dismissal.
- Establish and implement development plans to bring each direct report to their highest potential by identifying areas of improvement and appropriate coaching, training, or correcting the employee's performance attitude and behaviour.
- Resolves complex problems and client complaints referred to by staff to ensure the needs of clients and the business are met.
- Keeps appraised of changing rules and regulations pertaining to relevant legislative requirements, compliance requirements, reforms, and industry trends.
- Ensures assigned staff comply with regulations, legislation, corporate policies and procedures, risk management and communicate information, changes, and updates to assigned staff.

Business Development

- Creates and executes an annual business plan and budget; collaborates with the Wealth Management leadership team to ensure the areas of improvement are aligned with the business needs.
- Ensures operational targets for investment, insurance and product and service targets are met.
- Supports the VOF in building relationships with referral sources in the community including centers of influence, professional networks to promote VantageOne and build business.
- Identifies Client needs promotes/cross sells products and services through direct contact.

Practice Management

- Manages a limited portfolio of clients focused on developing long-term relationships, pro-actively determine financial planning needs and tailoring investment and insurance solutions to match.
- Create a personal practice that sets an example for financial advisors of integrity, assertive business growth and stimulates referrals of new business.

EDUCATION AND EXPERIENCE

Education:

- Bachelor's Degree or a diploma requiring 3-4 years of full-time study. Must hold a valid Certified Financial Planner (CFP) Designation, Mutual Funds license and Insurance License.

And

Job Related Experience:

- 7 - 9 years' experience in Wealth Management Industry in increasingly more complex roles with a minimum of 2 years management, leadership and/or coaching experience.

Or

- an equivalent combination of education and experience acceptable to VantageOne Financial Corp.

NATURE OF SUPERVISION

Immediate Supervisor	Vice President, Wealth Management
Supervisor Responsibility Level	**Manager** – Manages all advisory staff directly. This includes planning staff resources based on operational needs and budget constraints and includes hiring, dismissal, promotion, and salary adjustments and identifying development needs as they relate to corporate objectives
Positions Supervised	Financial Advisors and Operations Manager Indirect reports – Administrative roles

ACKNOWLEDGEMENTS

INCUMBENT: I have read the attached job description.	Date Received:

Signature Name (print)	
Chief Executive Officer Signature Name (print)	Date Signed:
Vice President, Wealth Management Signature Name(print)	Date Signed:
Vice President Human Resources Signature Name (print)	Date Signed: