IMPEL
WEALTH MANAGEMENT
MOVING LIFE FORWARD.

JOB TITLE: Associate Financial Advisor/Financial Planner
FLSA: Exempt
TYPE: Full-time
MANAGER: President

WHO IS IMPEL: **In life, we all have a destination in mind.** Maybe it's comfortably retiring in your dream home; building a successful business to pass on to your children; or having the freedom to travel the world. Whatever your destination, **you'll need a plan to help get you there**. That's where we come in.

At Impel Wealth Management, we get to know you – your current financial situation and your vision for the rest of your life. Then, we chart a course to connect the two.

OUR VALUES: We collaborate with our clients to give them the tools and information they need to manage their financial life with confidence. Our values drive our team forward:

- Clients are **family**
- **Compassion** while serving
- Giving **respect** and creating **dignity**
- **Clients** come **first**
- Contagious **joy** and **laughter**
- Pursuing **excellence** and delivering **results**
- Excelling through **teamwork**

POSITION SUMMARY: The Associate Financial Advisor provides support for the firm's lead financial advisors and partners. Responsibilities include data gathering and analysis, development of financial planning and investment recommendations, implementation and portfolio management. The Associate participates in client meetings with a lead advisor and handles some meetings on their own. Associates also help develop investment and financial planning strategies according the firm's investment policies and planning processes.

ESSENTIAL RESPONSIBILITIES: The day to day duties of the Associate Financial Advisor include, but are not limited to:

- Participate in meetings with lead advisors; debrief meeting items to staff
- Act as a backup to the lead advisor on advisory questions from clients
- Collect, organize and review data gathered from clients for estate, retirement, tax, education and insurance planning.
- Create initial plans for new clients and update financial plans ongoing
- Prepare and make recommendations on client investments including investment strategies and portfolio allocations
- Conduct research and due diligence on mutual funds/ETFs, money managers & alternative investments
- Conduct research and suggest portfolio recommendations for the firm's Prime accounts.
- Make trade decisions on client accounts

- Develop, research and implement new financial planning tools and procedures.
- Train and manages intern, associate planners and/or analysts
- Network and develop referral and client relationships within our niche markets
- Other duties as required.

QUALIFICATIONS: The Associate Financial Advisor must be independent, motivated, pro-active, and focused. Must be able to operate in a fast-paced environment while being detail oriented. Critical to the enhancement of the client experience by focusing on servicing and growing the business.

EDUCATION AND EXPERIENCE: Level 1 - Bachelor's degree, Series 7, 66 and insurance licenses are required. A minimum of 2 – 3 years of experience in a financial planning office is required. Level II – The same licenses for a Level I, plus the CFP or CFA designation.

KNOWLEDGE, SKILLS & ABILITIES: To ensure success in this position, the Associate Financial Advisor must possess the following:

- Must be proficient with Microsoft Office Suite and can work with various database and financial software, and solid internet research capabilities.
- Experience utilizing a CRM (Client Relationship Management) database.
- Must be able to work within a team environment.
- Strong people skills, and able to relate to clients, vendors, and all Associates.
- Excellent written and oral communication skills.
- Possess excellent problem-solving skills.
- Excellent organization and time management skills.
- A mature attitude and professional presentation.
- Able to be proactive and a self-starter.
- Contribute to process improvement and enhancing the client experience.
- Proficiency in the planning process and first-hand knowledge of financial services industry.

Interested candidates should email: RHurst@HCapConnect.com