

SORTED FACILITATOR CRITERIA

Are you an outstanding facilitator with a passion for delivering financial capability seminars and a desire to help people transform their lives? If so, the Commission for Financial Capability (CFFC) wants to hear from you.

Our team is working to build financial capability across all generations, to equip the retirees of today and tomorrow. We are increasing our focus on low income and at-risk New Zealanders, many of whom are facing a retirement with little or no savings. We need facilitators, with a passion for making a difference, to deliver our Sorted Seminars to a variety of audiences/participants.

Building financial capability is about reaching all New Zealanders and our seminars aim to bring about an underlying shift in the way people think about and manage money. One of the ways it does this is through our one-off Sorted Seminars, delivered in a variety of different settings such as workplaces, banks, prisons and community organisations.

Our Sorted Seminars are available now to be delivered across the country by our Sorted Facilitators. You will be engaged as an independent contractor and liaise directly with the organisation or individual that wants your services. Sorted Facilitators manage all the seminar logistics and negotiate an agreed fee (\$0-500 per seminar) with the organisation or individual concerned.

As part of upskilling opportunities for Sorted Facilitators, the Commission runs a one-day facilitator training workshop (on an annual basis) so that you will be equipped to deliver the Sorted Seminars effectively.

Criteria

As a Sorted Facilitator:

- You must be able to demonstrate an interest or experience in financial capability, as well as facilitation experience, and ideally, will have qualifications in at least one.
- You will have an interest or experience in adult learning styles.
- You will have the skills to support and guide participants through their personal journey of self-assessment, reflection and new learning.
- Your style will be positive and energising with a focus on driving sustainable behaviour change, clearly demonstrating impartiality and the difference between information and advice.
- You will have the ability to relate to people of different cultures and ethnicities, socio-economic groups, income levels and varying levels of financial capability.
- You will have a passion for delivering financial capability, you will be adaptable to the needs of participants, non-judgemental and be driven to help them succeed.
- You will be open to learning new skills in facilitation and supporting the goals of the Commission.
- You will be engaged as an independent contractor, so will need to be able to work independently whilst collaborating and communicating effectively with the Commission regularly.

Selection Process

1. Complete Application Form and email to the Commission at office@cffc.org.nz together with your CV and jpeg photo
2. If successful, attend a behavioural & competency-based interview
3. If successful, attend Commission one-day Facilitator Training Workshop & Assessment (provided on an annual basis)
4. If successful, become a Sorted Facilitator able to run our one-off Sorted Seminars and listed on the www.sorted.org.nz website.

Note 1: The Commission may at their discretion engage Facilitators that do not meet some or all of the above criteria.

Note 2: The Commission may amend this criteria at their sole discretion, at any time.