April 2025
Job Posting - Associate Advisor

Who We Are

At ShortFinancial, iA Private Wealth in Toronto, ON, we believe in doing the right thing—for our clients and our team. We are a collaborative, educational environment where we continue to grow together. We are a client-focused, professional wealth management team that prioritizes personalized financial planning and discretionary portfolio management.

We set ourselves apart from others by taking the time to understand each client's needs and unique economic situation. Then we apply our proprietary process to support all their financial needs from investments to insurance to estate planning.

Unlike many bank and insurance roles, we do not operate on a sales quota basis. Our approach allows for meaningful, long-term client relationships rather than transactional sales targets.

We encourage open communication, celebrate diverse perspectives, and believe in continuous learning. Our culture is fast paced but balanced, where initiative is rewarded and team wins matter most.

Please note that this role requires occasional travel, typically only a few times per year. Travel may include visits to our other office in St. John's, NL, or attending company retreats and events in other locations.

Who You Are

You have a passion for money management and long-term client success. You are a motivated and knowledgeable professional seeking to work alongside an experienced Portfolio Manager in a dynamic, fast-paced environment. You appreciate the opportunity to collaborate on in-depth client cases, have continuous growth, and be mentored to be the next generation of financial planners and portfolio managers. You also have these qualifications and experience:

- CSC and CPH courses completed (required)
- Minimum 3 years of experience as a Registered Representative in the investment industry
- QAFP® designation in good standing with intent to obtain CFP® within 3 years (required), or CFP® designation held
- LLQP license or willingness to obtain within one year
- Strong understanding of wealth management, investment products, and insurance solutions including segregated funds
- Exceptional organizational skills and the ability to anticipate client needs and workflow priorities
- Excellent command of the English language (both written and verbal), with the ability to communicate effectively with diverse clientele
- Detail-oriented with a high standard of accuracy—no room for sloppiness

What You Will Be Doing

- Work proactively with the Portfolio Manager (PM), engage with clients before meetings, execute action items post-meeting, and provide follow-up support as needed.
- Assist with insurance planning, including running quotes, preparing applications, and managing the underwriting process.

- Facilitate transactions such as TFSA contributions, RRIF withdrawals, cash movements, and portfolio rebalancing.
- Conduct portfolio analysis, financial planning, support investment review processes, and monitor high-performing funds and portfolios.
- Ensure the timely and accurate completion of client documentation, including KYC updates and transfer paperwork.
- Provide exceptional client service, taking calls, answering questions and building relationships with diverse clients from different backgrounds.
- Maintain regulatory compliance and stay updated with changes.
- Uphold commitments made to clients, demonstrating accountability and a high level of professionalism.

Why Join Us?

- Opportunity to expand your skill set and grow within the role.
- Gain exposure to complex financial planning and investment strategies.
- Work in an environment that is professional, structured, and supportive.
- Be a part of a tried-and-true mentorship framework and a strong collaborative team.
- Engage in meaningful and rewarding client interactions.
- Compensation ranging from $70,000 to $95,000+ depending on experience, licensing and designations.

If you are a driven financial professional looking for a role where you can grow professionally and make an impact, we encourage you to apply! Please submit your resume and cover letter to Kim Poulin of The Personal Coach at kim@thepersonalcoach.ca.