

Empanelment of Resource Person for Financial Education

Securities and Exchange Board of India (SEBI), is a statutory regulatory body established by an Act of Parliament, **to protect the interests of investors in securities and to promote the development of, and to regulate the securities market and for matters connected therewith or incidental thereto.**

SEBI empanels Resource Persons (RPs) with a view to outreach and widespread the reach of financial education to every district of India. SEBI invites applications from candidates resident in districts in Northern Eastern and Southern regions of India for empanelment as “Financial Education Resource Person” to be part of the financial education efforts of SEBI. The training and empanelment arrangement may be made by National Institute of Securities Markets (NISM) on behalf of SEBI. List of districts which from which candidates are invited is as follows:

<u>North East</u>	
Sikkim	East Sikkim, North Sikkim, South Sikkim, West Sikkim
Tripura	Dhalai, Gomati, Khowai, North Tripura, Sipahijala, South Tripura, Unakoti, West Tripura
Arunachal Pradesh	Anjaw, Changlang, East Kameng, Kurung Kumey, Longding, Lower Dibang Valley, Lower Subansiri, Tawang, Tirap, Upper Dibang Valley, Upper Siang, Upper Subansiri, West Kameng, West Siang
Manipur	Bishnupur, Tamenglong, Thoubal, Ukhrul, Chandel, Churachandpur, Senapati
Meghalaya	East Garo Hills (Williamnagar), East Jaintia Hills (Khliehriat), North Garo Hills (Resubelpara), Ri-Bhoi (Nongpoh), South Garo Hills (Baghmara), South West Garo Hills (Ampati), South West Khasi Hills (Mawkyrwat), West Garo Hills (Tura), West Jaintia Hills (Jowai), West Khasi Hills (Nongstoin)
Mizoram	Champhai, Kolasib, Lawngtlai, Lunglei, Mamit, Saiha, Serchhip
Nagaland	Longleng, Kiphire, Mokokchung, Mon, Peren, Phek, Tuensang, Wokha, Zunheboto
Assam	Baksa, Bongaigaon, Chirang, Darrang, Dhemaji, Dima Hasao, Goalpara, Golaghat, Hailakandi, Karbi Anglong, Karimganj, Kokrajhar, Lakhimpur, Sivasagar
<u>South</u>	
Puducherry	Mahe, Yanam, Karaikal
Tamil Nadu	Krishnagiri, Nagapattinam, Perambalur, Pudukottai, Ramanathapuram, The Nilgiris, Theni, Thiruvannamalai, Thiruvavur, Tiruppur, Tuticorin, Villupuram
Karnataka	Bellary, Bidar, Chamarajanagara, Chikmagalur, Chitradurga, Gadag, Kodagu, Koppal, Mandya, Ramanagara, Tumkur, Yadgir
Kerala	Idukki, Kasargod, Wayanad
Andhra Pradesh	Cuddapah, Nellore
Telangana	Adilabad
Lakshadweep	Lakshadweep

Eligibility Criteria

Nationality

Indian nationals presently resident in districts mentioned and having fluency in reading/ writing/ speech of the local language.

Qualification

Post graduates in the field of commerce, economics, management, law, OR having professional qualifications such as CA/ CS/ CWA.

Employment

Existing/Retired teachers in Std X, XI, XII, Graduates and Post Graduate course of college, Retired Employees of central/state government/ various regulators/ PSUs and veterans from defense services.

Experience

Past working experience of at least three years

Selection criteria

- RP should neither be connected to any intermediary of securities market nor should promote commercial interest of any intermediary nor should be undertaking any securities markets related business activity on an individual or a proprietorship basis, nor any action have been taken by SEBI against him/her.
- The RP should have proficiency in English as well as local language of the district that he/ she is based in. RP should be willing to travel across the assigned area and conduct financial education workshops at various locations
- The RP should have good presentation and communication skills and should be competent enough to conduct presentation and workshop for any of the target groups.
- The RP must undertake to conduct at least 12 and utmost 52 workshops in a calendar year.
- The RP should have a good understanding of financial markets and financial products for the retail investor
- Candidates should be less than 65 years of age
- The RP should preferably own and be comfortable using audio visual aids like laptops etc.
- Selected candidates have to undergo training, pass any examination on completion of training and agree to sign terms and conditions and code of conduct before being Certified as SEBI's Financial Education Resource Person.

Training:

- Candidates successful in interview shall be given training. The interview/training for the candidates may be conducted in following cities depending on the territorial jurisdiction as below:

Region	Training Center	Interview Date	Training Dates	Last date for receipt of Applications
Southern	Coimbatore	Mar 07 th 2015	March 08 – 11, 2015	Mar 02, 2015
North -Eastern	Guwahati	Mar 14 th 2015	March 15 – 18, 2015	Mar 09, 2015

- The above timeline is indicative only and NISM/SEBI retains the discretion to alter the timeline, if such need arises.
- The expenses for travelling to the respective training centre will be reimbursed by SEBI, subject to maximum of III AC train fare. Stay arrangement (on double occupancy basis) at the venue would be arranged by NISM and would be informed to the selected candidates.

Code of Conduct:

- The RP shall uphold SEBI's Vision to impart unbiased quality financial education to all individuals.
- The RP shall, at all times, be fair, respectful and courteous to trainees, fellow RPs and SEBI employees as well as other stakeholders.
- The RP assumes responsibility and accountability for their individual judgments and actions.
- The RP shall demonstrate respect for participants while discussing their financial circumstances, needs, and difficulties.
- The RP shall by no means indulge in selling or promoting of any specific investment instrument and would be completely objective and impartial in their approach while training.
- The RP shall not make any personal monetary profit by way of publishing/selling/distributing the training material/literature/presentations, other than providing the same during the workshops in manner prescribed by SEBI. All materials pertaining to the workshop are copyright of SEBI, are to be used only for the purpose of SEBI workshops and shall not be used elsewhere without prior written permission.
- The RP agrees to teach SEBI approved curriculum. This includes adhering to all approved prerequisites, essential core information, and required hours of instruction and any changes made by SEBI thereto from time to time.
- The RP agrees to use and provide to participants materials approved by SEBI as to meeting SEBI standards for a quality presentation.
- The RP shall maintain competence in the field of financial education by actively participating in any training workshops held or approved by SEBI (as required) and through passing of any required certification examination approved by SEBI.

- The RP agrees to conduct a minimum of 12 and maximum 52 workshops for a stipulated minimum number of participants in a calendar year as further specified in the contract. While RP conducts workshops on behalf of SEBI they are not employees of SEBI.
- RP cannot employ any other person to do his duties as an RP, i.e. conducting FE workshops, submission of claims for honorarium to SEBI, etc.

Certified Resource Person:

The candidates shall be certified by SEBI as “**Certified Financial Education Resource Person**”.

Honorarium:

RPs shall be paid honorarium of Rs 4,000/- per workshop.

In case the distance of the workshop is beyond 30 Km from place of residence then Rs.500/- shall be payable as conveyance, (subject to minimum number participants) on successful submission of claim along with the attendance sheet.

General instructions for submission of applications:

- Candidates may take printout of the application form as attached below.
- Candidates need to attach a copy of their certificate of qualification, employment and experience of minimum 3 years with the application form.
Any other additional information to be provided by attaching enclosure to the form.
- Existing teachers or employees should arrange to obtain necessary NOC from the employer
- Application forms not submitted in the prescribed format will be summarily rejected.
- The application form should be filled up in *CAPITAL LETTERS* and in *ENGLISH* only.
- Candidates will ensure that all the entries have been correctly filled in. The application as well as photograph will be duly signed by the candidate before submission of the application form.
- Applications which are incomplete, mutilated, illegible, received after the prescribed date and from ineligible candidates will not be considered. *CANDIDATES SHOULD SATISFY THEMSELVES ABOUT THEIR ELIGIBILITY BEFORE APPLYING.*
- NISM shall not entertain request from the candidates seeking advice about their eligibility to apply.
- A check list has been drawn at the end of the form to make sure that a candidate remembers to provide all the relevant information in the form. Just put a tick (✓) in the respective column of the checklist after completing the form.
- *CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION.*
- *IN ALL MATTERS REGARDING ELIGIBILITY, INTERVIEW, ASSESSMENT AND COMMUNICATION OF RESULT, THE DECISION OF NISM SHALL BE FINAL AND BINDING ON THE CANDIDATES AND NO CORRESPONDENCE SHALL BE ENTERTAINED IN THIS REGARD.*
- Communication in respect of selection of Resource Persons mentioned in this advertisement will be sent only to successful candidates.
- Interested candidates who have the passion for spreading financial education should send their duly filled application form or scanned copies of application form, alongwith

necessary certificates by email to resourcepersons@nism.ac.in or to the below mentioned address.

- NISM reserve the right to accept application from eligible applicants post stipulated deadline as well.

(Contact Person – Mr. Kuldeep Thareja)

School for Investor Education & Financial Literacy

National Institute of Securities Markets

NISM Bhavan, Plot No. 82, Sector 17,

Vashi, Navi Mumbai 400 703

For any query or information contact: 022 66735178 / 66735115 / 66735100-05

[**DOWNLOAD APPLICATION FORM**](#)