



**Sharpe Financial Research Group**  
**Constitution for the 2025/2026 Academic Year**

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# 1. Purpose

The Sharpe Financial Research Group (“Sharpe Group” / “the Group”) aims to provide a platform for University of Toronto students to engage in high-quality financial research, develop professional skills, and connect with industry professionals. We offer a holistic approach through our financial research program:

- Financial Research Programme: Gain real-world experience by working on comprehensive financial research projects, allowing participants to produce detailed and impactful reports that meet industry standards.

Our mission is to create a collaborative environment where students can develop both professionally and academically, acquiring the necessary skills to break into buy-side Finance. The Financial Research Programme offers practical experience and a UofT Finance community for students. We provide high-quality and comprehensive preparation for future Finance professionals.

## Executive Membership

The Executive Board is comprised of elected and appointed members. All voting members of the Executive Board must be currently registered students of the University of Toronto. Only elected members of the Executive Board shall have voting rights.

### Elected Positions of the Executive Board

President

Vice President of Financial Research  
Vice President of HR and Strategy

### Appointed Positions of the Executive Board

Vice President of Outreach  
Vice President of Finance

The President is the sole voting member of the Executive Board. All other Executive Board members are non voting and appointed. Each voting position must be open to all registered UofT student members of the Sharpe Group. The Constitution may include recommendations regarding experience or background but may not impose requirements that bar any student member from running.

Elections shall be conducted in a fair and nonbiased manner. No individual who is seeking election may participate in planning, administering, or overseeing the election process.

There is a merit-based application and recruitment process for Members to enter an Appointed Position. Those wishing to apply to one of the positions listed in Section 7.2 or Section 7.3 can do so through an application form available on our social media and the official website, <https://www.sharpe-research.com/>.

## **Article 1.2 Membership**

Voting membership in the Sharpe Financial Research Group is open only to currently registered students of the University of Toronto who are registered student members of the Group.

Any executive member who is appointed rather than elected shall not hold voting rights on the Executive Board.

## **1.1.Elected Positions of the Executive Board**

### **President (1st May - 30th April)**

- Presides over meetings of the Executive Board.
- Holds signing and financial authority along with the Vice President of Research.
- Serves as the spokesperson for the group.
- Oversees all Sharpe Group operations, research, management, and success of the group.
- Sets organization goals for the year, including goals for each executive member.
- Coordinates with each organizational department to assist with their duties.
- Ensures a smooth transition of office from one year to the next.

## **1.2.Appointed Positions of the Executive Board**

### **Vice President of Outreach (1st August - 30th April)**

- Oversees the planning and execution of all outreach
- Collaborates with the executive board to align with the Group's strategic goals.
- Coordinates with industry leaders, academics, and other external stakeholders to secure sponsors and partnerships
- Manages the logistics of potential events, including scheduling, venue booking, and participant registration.
- Collaborates with their team through regular meetings, setting deadlines, and providing support.

### **Vice President of Finance (1st August - 30th April)**

- Oversees all financial operations and strategies of the Group and provides regular reports to the executive board.
- Manages the Group's budget and ensures alignment with strategic goals.
- Leads fundraising efforts, including securing sponsorships and applying for grants.
- Collaborates with the Finance team through regular meetings, setting deadlines, and providing support.

**Vice President of Financial Research (1st August - 30th April)**

- Approves, oversees, and set all financial research activities across all areas of research programmes.
- Ensures the quality and consistency of research outputs.
- Mentors and supports Heads of Research in each research programme.
- Coordinates the final presentations for all research teams.

**Vice President of HR and Strategy (1st August - 30th April)**

- Oversees all marketing and communication strategies to enhance the Group's visibility and engagement.
- Manages and updates the Group's social media accounts and presence.
- Manages hiring and HR for the firm
- Coordinates with their team to develop and execute marketing campaigns, create compelling visual and written content, and promote events and initiatives.
- Ensures consistent and effective communication with members and external audiences

## **1.3.Appointed Positions not of the Executive Board**

### **Associate (1st August - 30th April)**

- May be appointed by the President and Vice President of each department to assist with departmental duties.
- Works under the supervision of the respective Vice President.
- Helps execute the strategic goals and tasks assigned by the Vice President, attends regular team meetings and contributes to the planning and execution of departmental initiatives.

### **Senior Associate (1st August - 30th April)**

- May be appointed by the President and the Vice President of each department to assist with departmental duties and provide leadership to other associates.
- Supports the Vice President in managing departmental operations.
- Helps execute the strategic goals and tasks assigned by the Vice President, attends regular team meetings and contributes to the planning and execution of departmental initiatives.
- Assumes additional responsibilities as delegated by the Vice President, including project management and strategic planning.

### **Head of Research Team (1st August - 30th April)**

- Appointed by the President and the Vice President of Financial Research to lead a team within a specific research programme to be offered the following academic year.
- Oversees the research activity and ensures the quality and consistency of research outputs within their team by setting deadlines and meetings.
- Conducts research, analyses data, and assists in preparing reports and presentations.
- Mentors and supports research analysts in their tasks and development.

### **Research Analyst (1st August - 30th April)**

- Appointed by the President and the Vice President of Financial Research to a team within a specific research programme to be offered the following academic year.
- Conducts research, analyses data, and assists in preparing reports and presentations.
- Collaborates with other analysts and the Head of Research Team to ensure the accuracy and relevance of research outputs.
- Participates in regular meetings with their team to discuss progress and findings.

## **2. Termination of Membership**

### **2.1.Resignation**

Any Appointed Member may voluntarily resign from their position. Individuals choosing to do so are required to give a notice of at least 2 weeks, and must make every effort to assist in finding a replacement and ensure a smooth transition of duties. They shall be bound to do so for no longer than one month's time from the date of their initial statement of resignation.

### **2.2.Impeachment**

Any Elected Member of the Executive Board may be impeached for the following reasons:

- The duties expected of the individual have continuously not been met, and in failing to do so, the individual has caused significant harm to the goals or public standing of the Sharpe Group.
- The member, acting as a representative of the Sharpe Financial Research Group, has undertaken an activity which serves to undermine the goals or public standing of the Group.
- The individual is deemed unsuitable for their executive position, for reasons considered relevant to the proper functioning of the Group.
- Prior to the Impeachment of an Executive, the individual must first be given a clear warning. If the individual has failed to make sufficient reparations, they may be impeached by the members of the Executive Board, comprising of all elected executives, on a majority vote.

### **2.3. Dismissal**

Any Appointed Member of the Sharpe Group may be dismissed for the following reasons:

- The duties which were assigned to the individual have not been met, and in failing to do so, the individual has caused significant harm to the goals or public standing of the Group
- The member, acting as a representative of the Sharpe Group, has undertaken an activity which serves to undermine the goals or public standing of the Group
- The individual is deemed unsuitable for their executive position, for reasons considered relevant to the proper functioning of the Group
- Prior to the dismissal of an appointed executive, the individual must first be given a clear warning. If the individual has failed to make sufficient reparations, they may be impeached by either the decision of the

president, or by the members of the Executive Board, comprising of all elected executives, on a majority vote.

## **2.4. Appeals**

Any member facing removal from office or termination of membership shall have the right to appeal the decision. Appeals must be heard by a body separate in interest and membership from the body that made the original decision, or by the broader membership of the Group. No individual involved in the original removal decision may participate in the appeal. A majority vote of the appeals body or broader membership shall be required to uphold the removal.

## **3. Finances**

### **3.1.Financial Practices & Responsibilities**

- The Vice President of Finance shall keep an active record of income and expenses.
- The Vice President of Finance shall present the Group's updates on the Group's financial position at Executive Board meetings.
- The President must approve all expenditures over \$100.00.
- The Group may not engage in activities that are essentially commercial in nature.
- The Group will not have as a major activity a function that makes it an on-campus chapter of a commercial organisation.
- The Group will not provide services and goods at a profit when that profit is used for purposes other than those of the group.
- The group will not pay salaries to any of its officers.

### **3.2.Financial Statements and Sponsorship**

The Sharpe Group complies with the financial statement requirements of the Government of Canada. The Vice President of Finance must prepare a Balance Sheet, an Income Statement, and a Statement of Changes in Financial Position to be presented at an annual Executive Board meeting and filed with the University within six months of the end of the Sharpe Group's fiscal year. The Group accepts sponsorship from industry firms to fund networking sessions, workshops, resource materials and publications. We will also declare all sponsorships to UofT if requested.



### **3.3.Signing Officers**

The signing officers of the club shall be the President and the Vice President of Finance. The club bank account will be held under the name of the President.

## **4. Meetings**

The date, time and place of all Executive Board meetings are determined by the President. Executive meetings may be set any time during the year with a minimum of one meeting every three months. Executive members are notified at least seven days prior to the date. The quorum for any meeting is 50% plus 1.

## **5. Recruitment**

### **5.1.Elections for Elected Positions of the Executive Board**

Elections for all elected positions of the Sharpe Financial Research Group are held prior to April 1st of each year. Voting in elections is open to all voting members of the Sharpe Financial Research Group as defined in Article 1.2. A successful election will be indicated by a majority vote amongst the candidates running for each position. If a majority is not achieved by any individual candidate, an instant-runoff will be conducted until a majority is reached.

All current registered student voting members of the Sharpe Group are eligible to run for an Elected position. It is preferred, but not required, that the presidential candidates have at least one year of experience on the Executive Board.

### **5.2.Recruitment for Appointed Positions of the Executive Board**

Appointed positions on the Executive Board include the Vice President of HR and Strategy, Vice President of Finance, Vice Presidents of Outreach, and Vice President of Financial Research. All positions must be filled.

The recruitment process for the Appointed Positions on the Executive Board will be overseen by the incoming President in May of each year for the following academic year. A merit-based application process will be used. The incoming President will review applications and conduct interviews, with the final selection being made based on qualifications, experience, and fit with the Group's goals. Candidates will submit an application form available on the Group's social media and official website, <https://www.sharpe-research.com>.

The selected candidates will be announced by August 1st and will serve from August 1st to April 30th of the following academic year.

### **5.3. Recruitment for Appointed Positions not of the Executive Board**

Appointed positions not on the Executive Board include Associates, Senior Associates, Heads of Research Teams, and Research Analysts. At least one Head of Research and one Research Analyst must be appointed for each research team. Each department must hire at least 1 associate and at most 1 senior associate.

The President and the Vice Presidents of each department will oversee the recruitment process for Associates and Senior Associates within their respective departments. The President and the Vice President of Financial Research will oversee the recruitment process for Heads of Research Teams and Research Analysts. All applicants will be required to undergo an interview process. The respective Vice Presidents will conduct interviews along with the President, with final approval and screening by the President. Recruitment for these positions will occur through a merit-based application process. Application forms will be available on the Group's social media and official website, <https://www.sharpe-research.com>. =

The selected candidates will be announced by July 1st and will serve from August 1st to April 30th of the following academic year.

## **6. Amendments**

Any member of the Sharpe Group Executive Board may propose an amendment to the Group's Constitution. Amendments to the Constitution require a 4/5 majority vote at an Executive Board meeting of the Sharpe Group. The Executive Board shall submit the revised constitution to staff in the Division of Student Life at the University of Toronto within two (2) weeks. Amendments to the constitution shall take effect only once the revised constitution has been approved by staff in the Division of Student Life at the University of Toronto