Wealth Advisor Associate Job Description

The Morgan Stanley Wealth Advisor Associate (WAA) Program is a unique opportunity for you to explore the nuances of wealth planning. Through the program, you'll learn to fine tune your skills so you can better help clients uncover their long-term objectives and take the steps necessary to reach their goals. You will learn how to utilize Morgan Stanley's state-of-the-art tools and, by working with experienced Financial Advisors, you'll discover how wealth management strategies can help clients better prepare for their financial future.

Becoming a Financial Advisor at Morgan Stanley will allow you to:

Help Others Achieve Their Goals - You can help others achieve their personal and financial goals and make a difference in their lives.

Make a Difference While Accomplishing Work-Life Balance - As a Financial Advisor you will have the freedom to control your work schedule and the flexibility to achieve work-life balance as you manage your own business.

Play Your Part – Listen to your clients and work with them to activate portfolios towards what's most important to them, advocating for sustainable, responsible and impact investing strategies that directly contribute to environmental, social and governance factors.

Build a Personally and Financially Rewarding Career – You have the potential to grow your business, care for your clients and meet your personal financial goals.

To succeed, you'll need the right combination of personal attributes:

- Drive: As a Financial Advisor, you are entirely responsible for generating your own income. To succeed, you'll need to be organized, focused and highly disciplined.
- Ambition: You'll work hard, struggle through slow periods and face tough challenges while building your business. You're the kind of person who doesn't give up and knows you'll get to where you want to be.
- Accountability: There are no shortcuts to succeeding in this business, and you'll need to be demanding of yourself. You'll treat your clients properly, with consistency and care. You'll be diligent in your work and in disclosing details your clients need to know.
- Confidence: Assurance in yourself and your work conveys to your clients a feeling of confidence in their choices and financial future.

A Training Process Geared Towards Your Success

Our two year WAA Program is a unique opportunity that prepares you to become a Financial Advisor with fine-tuned financial planning skills. The program is broken out into three phases:

Phase 1

This phase includes Financial Advisor preparation skills such as business planning, product knowledge, consultative selling and prospecting. WAAs are required to pass the Series 7 and Series 66 licenses.

Phase 2

WAAs learn how to develop thorough financial plans and financial goal analyses and the skills and knowledge required to drive goals based wealth management with Financial Advisors and their clients.

Phase 3

WAAs are paired with Financial Advisors to put knowledge into practice and develop financial plans and financial goal analyses with clients while gaining more insights on Morgan Stanley's wealth planning solutions. WAAs will also build their own book of business, while still focused on supporting financial planning development and goals based wealth management.

Upon completion of the WAA Program, you will transition into the 3-year Financial Advisor Associate (FAA) Program. FAAs are responsible for using business-management knowledge, wealth planning knowledge and networking talents to provide clients with individualized and comprehensive financial services and investment strategies.

Job Responsibilities

- Complete proprietary training in finance, wealth planning, investment strategies and products.
- Assist Financial Advisors with helping their clients articulate their financial goals within the context of their investment strategy
- Drive goals based wealth management strategy with Financial Advisors and their clients
- Deliver exemplary service and financial guidance to clients, including recommendation of suitable investments and proposed financial strategies.
- Complete a minimum number of approved LifeView financial plans and/or financial goal analyses each month.
- Comply with all regulatory requirements, including licensing and registrations.

Job Requirements

Successful candidates will be able to weave business management skills, financial planning abilities and networking talents to grow their own business, and then support their clients by addressing a spectrum of financial and investment needs:

• Holder of a bachelor's degree or equivalent to five years professional experience in business development, management, sales, legal, accounting, education, military, finance or other business-related field.

- Exemplary in communication, presentation, time-management and organizational skills.
- Talented at networking with businesses and personal communities.
- Proficient at listening to client needs, and then be capable of skillful construction of tailored financial solutions.
- Authorization to work in the U.S. without durational restrictions.
- Successful completion of background check and pre-employment assessments.
- Knowledge of Money Guide Pro and/or Certified Financial Planner (CFP®) (preferred).

Hiring Process

Our hiring procedure is a multistep process that can take four to six weeks to complete. Successful candidates can expect to complete online assessments, two or three rounds of interviews, and business planning exercises. All offers of employment are contingent on a background check.

How To Apply Visit <u>http://www.morganstanley.com/people/financial-advisors/wealth-advisory-associate-program?type=WAA</u>

About Us

Morgan Stanley Wealth Management, a global leader, provides access to a wide range of products and services to individuals, businesses and institutions, including brokerage and investment advisory services, financial and wealth planning, cash management and lending products and services, annuities and insurance, retirement and trust services.

It is the policy of the firm to ensure equal employment opportunity without discrimination or harassment on the basis of race, color, religion, creed, age, sex, gender, gender identity or expression, sexual orientation, national origin, citizenship, disability, marital and civil partnership/union status, pregnancy (including unlawful discrimination on the basis of a legally protected pregnancy/maternity leave), protected veteran or military service status, genetic information, or any other characteristic protected by law. Morgan Stanley is an equal opportunity employer committed to diversifying its workforce (M/F/Disability/Vet).

A LifeView Financial Goal Analysis or LifeView Financial Plan ("Financial Plan") is based on the methodology, estimates, and assumptions, as described in your report, as well as personal data provided by you. It should be considered a working document that can assist you with your objectives. Morgan Stanley Smith Barney LLC ("Morgan Stanley") makes no guarantees as to future results or that an individual's investment objectives will be achieved. The responsibility for implementing, monitoring and adjusting your financial goal analysis or financial plan rests with you. After your Financial Advisor delivers your report to you, if you so desire, your Financial Advisor can help you implement any part that you choose; however, you are not obligated to work with your Financial Advisor or Morgan Stanley.

Important information about your relationship with your Financial Advisor and Morgan Stanley Smith Barney LLC when using LifeView Goal Analysis or LifeView Advisor. When your Financial Advisor prepares and delivers a Financial Goal Analysis (i.e., when using LifeView Goal Analysis), they will be acting in a *brokerage* capacity. When your Financial Advisor prepares a Financial Plan (i.e., when using LifeView Advisor), they will be acting in an *investment advisory* capacity with respect to the delivery of your Financial Plan. This Investment Advisory relationship will begin with the delivery of the Financial Plan and ends thirty days later, during which time your Financial Advisor can review the Financial Plan with you. To understand the differences between brokerage and advisory relationships, you should consult your Financial Advisor, or review our *Understanding Your Brokerage and Investment Advisory Relationships* brochure available at <u>http://www.morganstanley.com/ourcommitment/</u>.

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Morgan Stanley

Wealth Advisory Associate Program

The Morgan Stanley Wealth Advisory Associate (WAA) Program is a unique opportunity for you to explore the nuances of wealth planning. Through the program, you'll learn how to fine-tune your skills so you can better help high net worth clients uncover their long-term objectives and take the steps necessary to reach their goals. You will learn how to utilize Morgan Stanley's state-of-the-art LifeView[®] tools platform and, by working with experienced Financial Advisors, you'll discover how wealth management strategies can help clients better prepare for their financial future.



To succeed, you'll need to have the following:

Discipline The most successful people are disciplined across every facet of their lives. As a Wealth Advisory Associate, you need to strive for excellence every day — which you can only achieve through hard work, persistence and tenacity.

Vision Do you have the ability to remain laser-focused on your priorities? Can you separate distractions from your goal of transforming your business — and your clients' lives? A clear, concise vision will provide the cornerstone for everything you want to accomplish in this highly competitive field.

Motivation Are you a self-starter? Are you energized when facing new challenges and new opportunities? True success is based on your inner motivation — and how far you really want your business to grow. Obstacles must be viewed as just small detours on the road to victory.

Passion Financial Advisors are good at seeing the world as a series of open doors, recognizing the opportunities, and having the drive to convert ideas into action. The zeal to be the best you can be is transformative, both for yourself and for your future clients. That energy is what will get you up every morning, excited to meet the challenges ahead.

PLACEMENT AND DURATION The Wealth Advisory Associate Program is an intensive 16-month training curriculum, which puts you through a multistage process.

PRE-PRODUCTION Here, you'll obtain all the necessary financial licenses required, as you complete Morgan Stanley's extensive Wealth Advisor Associate curriculum and in-depth LifeView training within approximately 20 weeks.

LIFEVIEW PHASE You'll learn how to put LifeView to work in the field with high net worth clients by developing financial plans in partnership with Senior Financial Advisors over a six-month period.

LIFEVIEW + PRODUCTION You'll start to build a wealth management practice that includes working with clients of your own. As you sharpen your skills, you'll continue, for an additional six months, to develop LifeView financial plans in concert with Senior Financial Advisors.

At the completion of the Wealth Advisory Associate Program, you will enter into the Financial Advisor Associate Program and concentrate on continuing to build your wealth management practice as you focus on your own clients.

RESPONSIBILITIES

- Pass the Series 7 and 66 exams, as well as complete your insurance licensing.
- Develop a thorough understanding of compliance rules and regulations, Morgan Stanley products and services, client acquisition skills, and the basics of financial markets and investment strategies.

- Pass the pre-production assessments, including the online knowledge exam and the live performance exam.
- Complete case study analysis and customized training guide, which include financial planning concepts and content.
- Deliver exemplary service and financial advice to clients, including recommendation of suitable investments and proposed financial strategies.
- Complete a minimum number of approved LifeView financial plans each month.
- Remain in good standing according to the program requirements.

QUALIFICATIONS Successful candidates will be able to weave business management skills, financial planning abilities and networking talents to grow their own business, and then support their clients by addressing a spectrum of financial and investment needs. The WAA Program is highly selective; only the top candidates will be accepted for this elite training. A candidates must be:

- Authorization to work in the U.S. without restriction.
- Holder of a bachelor's degree in business, finance, sales, marketing or a related field, or equivalent to five years' professional experience in business development, management, sales, legal, accounting, education, military, finance or other business-related field.
- Proficient at listening to client needs, and then be capable of skillful construction of tailored financial solutions.
- Exemplary in communication,

presentation, time-management and organizational skills.

- Talented at networking within his or her business and personal communities.
- Able to pass a background check and pre-employment assessments.

INTERVIEW PROCESS Our hiring procedure involves a multistep process that can take four to six weeks to complete. Promising candidates can expect to move through a series of two to three rounds of interviews, as well as complete several online assessments and business planning exercises. All offers of employment are contingent upon a background check.

HOW TO APPLY You may apply online by visiting our website at http://www.morganstanley.com/people/ financial-advisors/wealth-advisoryassociate-program?type=WAA.

QUESTIONS If you have questions or would like additional information on the program, please send us an email at FAASelection@morganstanley.com.

ABOUT MORGAN STANLEY WEALTH MANAGEMENT

Wealth Management is one of three core businesses of Morgan Stanley, a global financial services firm and market leader in investment banking, securities, investment management and wealth management services. With offices in more than 43 countries, the people of Morgan Stanley are dedicated to providing our clients the finest thinking, products and services to help them achieve even the most challenging goals.

It is the policy of the firm to ensure equal employment opportunity without discrimination or harassment on the basis of race, color, religion, creed, age, sex, gender, gender identity or expression, sexual orientation, national origin, citizenship, disability, marital and civil partnership/union status, pregnancy (including unlawful discrimination on the basis of a legally protected pregnancy/maternity leave), protected veteran or military service status, genetic information, or any other characteristic protected by law.

Morgan Stanley is an equal opportunity employer committed to diversifying its workforce (M/F/Disability/Vet).

Morgan Stanley's goal is to build and maintain a workforce that is diverse in experience and background but uniform in reflecting our standards of integrity and excellence. Consequently, our recruiting efforts reflect our desire to attract and retain the best and brightest from all talent pools. We want to be the first choice for prospective employees.