FMP
WEALTH ADVISERS

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Associate Financial Advisor (AFA)

Associate Financial Advisors' provide technical financial planning and investment management work, usually with other professional planners in the firm and are under the supervision of a Lead Advisor and/or Senior advisor. They have the ability to give advice to clients and are able to make recommendations on client financial plans and investments. They will attend client meetings with other professional advisors. This will provide a model of how we serve clients and allow the Associate to participate in some guided follow-up. After a training and assimilation period, AFAs will be assigned primary responsibility for certain existing client relationships. These relationships may range from legacy clients to younger clients with ideal client futures. Although the position does not require marketing and sales duties, it is important that the Associate have marketing and sales abilities including shepherding new referrals through the planning and onboarding process. Development and exhibition of these skills lead to advancement opportunities beyond this position.

Typical duties include:

- If not already licensed, the initial responsibility will be to obtain proper licensing to work directly with clients. This may include education course work on principles of financial planning and investments which the company will provide.
- Create and update various presentation material for use in client meetings such as PowerPoint presentations, market research data, or financial planning subject matter topics
- Prepare and make recommendations for client financial plans, including entering data and running reports using financial planning software
- Prepare and make recommendations on client investments, including the creation of investment policy statements and portfolio allocation reports
- Backup for Lead Advisor with ongoing advisory questions from clients
- Attend and participate in meetings with clients covering portfolio reviews, market updates, and financial plans. Ultimately, an AFA will be expected to lead such meetings with assigned clients.
- Attends investment management committee meetings and assist Advisors on the Asset Selection Committee with assigned duties
- Assists Lead Advisor with client communications as the writing of the newsletter and economic reports
- Delegation of non-advisory follow up work to the client service specialist or client relationship manager

Desired Skills

- Organized, with a strong attention to detail
- Ability to identify, meet and follow through with client needs and requirements
- Must be a self-starter, problem solver & a goal-oriented team player - a ‘no job is beneath me’ attitude
- Able to work independently as well as a member of a team
- Able to perform multiple tasks efficiently and set priorities
- Above average knowledge of Microsoft Excel, Word, PowerPoint and technology in general

About FMP Wealth Advisers

FMP Wealth Advisers was founded as Financial Management Professionals, Inc. in 1987 as one of the first fee-only personal wealth management firms. The vision from the start was to treat clients and employees in Central Texas and Southwest Louisiana as a professional family. Today, the FMP family has grown into a diverse group of experienced and talented professionals who form our ensemble of teams serving clients. Additionally FMP is owned, managed and controlled by our employees. This type of business model has allowed us to create a close-knit team of advisors, specialists and service professionals. The result is a firm of financial and investment professionals who are dedicated to placing the needs of our clients first. Our clients include business owners, corporate executives, professionals, entrepreneurs, corporations, and pension and profit-sharing plan administrators. Typically our client’s investable assets exceed $1 million, but we serve clients at various asset levels when it is clear a relationship is beneficial for both parties. Currently, FMP manages over $700M with offices in Texas and Louisiana, and our team of 14 includes professionals and staff with an average tenure of over 15 years and combined investment experience of over 200 years.