

**Membership Guidelines of
Financial Counsellors Association of Qld
As per this Extract from the Rules of Association**

CLASSES OF MEMBERSHIP

5. (1) The membership of the Association shall consist of:

(i) Accredited members, not excluded by 8(4).

To be eligible for accredited membership and renewal of accredited membership each year the applicant must:

(a) be in agreement with the objects of the Association; and abide by:

(b) ACCREDITATION POLICY

1. QUALIFICATIONS:

Entry-level qualifications for Financial Counselling are at Level 5 of the National Standards Framework. The Association requires counsellors to *obtain financial counselling related diploma-level study*.

Financial counselling related diploma-level study is defined as:

Up to, and exceeding, Diploma level qualifications in these areas:

| | |
|---------------------------------|-------------------------------------|
| Financial Counselling | Counselling |
| Business | Law |
| Accounting | Financial Services |
| Financial Planning | Credit Management/Mercantile Agents |
| Banking & Finance | Commerce |
| Workplace Assessment & Training | Justice of the Peace |
| | |

It can also include two or more Certificate IV level courses, or higher, in the above fields

Courses in areas of study outside those listed above will be assessed by the Current Executive to determine if it falls within the scope of “financial counselling related” study.

POLICY. The minimum education standard required for accreditation as a financial counsellor is *Financial counselling related diploma-level study* as defined above. The qualification must be from a Registered Training Organisation.

3. ACCREDITATION CRITERION:

1. New Members:

To become an accredited member, all new members must have completed a Financial Counselling related study in the 3 years prior to application and have worked as a financial counsellor for a period of at least 12 months as a paid or volunteer worker under the supervision of an accredited financial counsellor. "Supervision" is defined in point 4 below.

If both of these criteria are not met the applicant is entitled to become an Ordinary member as long as they meet the other conditions of the Association.

If the applicant obtained their qualifications longer than 3 years ago, the Current Executive will assess the applicant's resume to verify that the applicant has been working in the same field in which they obtained their qualifications. For example an applicant who obtained their accounting degree 10 years ago but has been working as an Accountant and has completed industry professional development.

2. All Members:

From 1 January 2006, all members will be required to hold financial counselling related Diploma level study to retain accreditation unless they held accredited status as at the 1 January 2001.

3. Ongoing Accreditation

From 1 January 2001, all accredited counsellors, will be required to undertake forty (40) hours of professional development per year to retain accreditation.

4. Members transferring from Other States

Applicants transferring to Queensland from another State Association will have their qualifications and experience reviewed by the current FCAQ Executive to determine what level of membership they can have within the FCAQ.

4. SUPERVISION:

Supervision is defined as:

An intervention based on developmental principles provided by a senior financial counsellor to an inexperienced counsellor. It is evaluative and extends over time to develop professional standards of service delivery, to monitor the quality of the services offered and to support counsellors new to the profession.

The goals of supervision are:

1. To promote ethical and professional standards of conduct and to educate counsellors about them;
2. To protect all stakeholders during the initial professional development phase of the counsellor;
3. To assist counsellors to apply their professional knowledge to their work;
4. To increase the effectiveness of counsellors in providing accurate and timely advice to stakeholders; &
5. To support the counsellor in his/her role.

Only an accredited financial counsellor can provide supervision.

- (6) (1) Every person who at the date of incorporation of the Association was a member of the unincorporated association shall be admitted by the Management Committee to the same class of membership of the Association as that member held in the unincorporated association, and shall not be required to pay any further subscription until the next due date for payment of that subscription.
- (2) An application for any class of membership shall be made in writing and signed by the applicant and shall be in such form as the Management Committee from time to time prescribes.