

CPA Ontario Board of Ambassadors Representative Position

CPA Ontario's Board of Ambassadors (BoA) is comprised of top **undergraduate** students from campuses across Ontario. They act as an advisory and advocacy group and are responsible for running events, attending meetings, and promoting the Post-Secondary Ambassador Program (PSAP) and CPA profession to students.

Roles and Responsibilities:

- Commit at least 20 hours per month and attend scheduled CPA Ontario meetings throughout the year.
 - March: meet-and-greets
 - May: in-person orientation (Toronto)
 - July: virtual training
 - August: in-person training (Toronto)
 - September: virtual training
 - January: in-person training (Toronto)
- Promote CPA Ontario initiatives (including PSAP) through social media, class announcements, and other platforms.
- Plan, execute, and attend CPA Ontario events both regionally and on campus.
- Recruit and manage future BoA representatives and hire a campus team.
- Serve as a liaison between CPA Ontario and your campus, ensuring engagement and visibility of programs.

Selection Criteria:

To be considered for the BoA position all student applicants must:

- have a strong interest in pursuing the CPA designation
- be a full-time university or college student
- maintain a minimum 70% average

*PSAP membership is an asset

Key BoA Characteristics:

- Enjoys interacting with students, faculty and staff on campus
- Demonstrates effective leadership skills
- Demonstrates strong communication and public speaking skills
- Is self-motivated and takes initiative
- Exhibits professional judgment
- Can effectively promote, plan, and execute events

CPA Board of Ambassadors Representative Application Form (2026-2027)

First & last name:

Phone number:

E-mail address (school address preferred):

CPA Ontario ID #:

Are you a current Post-Secondary Ambassador Program (PSAP) member? (Y/N):

Post-secondary institution:

Program and current year of study (1st, 2nd, 3rd, 4th):

Please submit this application form in a **single PDF document** to your **school's Board of Ambassador Representative (BoA)** by **February 21, 2026**, with the following items:

- Current resumé
- Up to 250-word response to:
 - Using specific examples, please explain how your skills and experiences align with the BoA representative role.

Supplementary Application:

Candidates shortlisted for interviews will be asked to submit a reference letter and an unofficial transcript. Both items are due **March 10, 2026**. Interviews and final selection of all candidates are at the discretion of CPA Ontario.

- Your reference must be submitted directly to CPA Ontario through this form. Please share this [form link](#) with your referee.
- Your referee must be someone in a supervisory, managerial, mentorship, or faculty/staff role – such as a previous employer or university/college faculty. Peer references are not accepted. All submissions go directly to CPA Ontario.
- An unofficial transcript sent to ldawson@cpaontario.ca labelled Firstname_lastname_school_transcript