



Diversity, Equity and Inclusion (DEI) Champion – Role Description

Purpose of Role

- To act as advocates for DEI, embedded across IFoA communities to promote DEI values, initiatives and the broader IFoA DEI Strategy
- To learn from and share best practice resources and information across IFoA communities
- To form a designated 'go to' group for queries relating to DEI within member communities
- To raise DEI considerations within the work of their community, and support the embedding of DEI principles within actuarial work as a result
- To support the growth of a culture of trust and transparency for member-led groups within the IFoA.

Eligibility

- Minimum of one DEI champion per community
- Individuals are expected to be interested in DEI and demonstrate willingness to learn in support of the role of a champion, but no specific level of knowledge or experience regarding DEI is required
- Suggested term in role to be equivalent to the term of office of the volunteer Board DEI Champion, with review after a maximum of three years.

Responsibilities

- Learn about DEI through training and resources provided
- Share relevant learning and information with their community i.e. outcomes from IFoA DEI data gathering exercises, and encourage the group to consider how they can develop action plans/incorporate actions into ongoing work in response
- Promotion of IFoA DEI strategy and principles where relevant, raising awareness of activity across communities
- Act as an advocate and voice for DEI considerations, ensuring DEI is a lens considered within the activity of the group.

Suggested Activities

The role is intended to form part of standard voluntary activity and as such no significant additional time commitment is expected, except where specific events such as training opportunities are provided, for example.

- Engage in digital communities conversations specifically relating to DEI or through a DEI lens

- Develop and monitor a DEI work plan for the group and/or supports inclusion of DEI within existing work plan
- Act as a point of contact within the IFoA member community for DEI related matters
- Provide advice to support DEI activity as relevant i.e. review of content where requested by DAG/IFoA Exec.

Support Mechanisms

- A mailbox, managed by the IFoA Executive will be available to DEI champions for relevant queries
- Link to Diversity Action Group for support on relevant queries
- Provision of learning resources and group training
- Informal meetings of DEI champions to share activity and provide support, arranged by IFoA executive.