The Institute and Faculty of Actuaries

Committee Member - Health and Care Lifelong Learning Sub-committee

The Institute and Faculty of Actuaries (IFoA) is seeking proactive, innovative volunteers to join this sub-committee to help drive the development of actuarial practice in the Health and Care area. The committee is principally responsible for the technical programming of the Protection, Health and Care Conference and of any other Health and Care events.

Task and Person Specification:

Task Specification

Candidates will:

- be responsible for ensuring the IFoA is meeting the Lifelong Learning / CPD needs of actuaries who work in the Health and Care practice area
- specifically consider and focus on the matters set out in the (TBD) Terms of Reference and in particular will focus on the following:
    - technical content and volume of events, principally the annual conference:
    - drawing up the list of topics for the call for speakers
    - participating in the technical evaluation of submissions and the programming of the technical aspects of the conference
    - undertaking a peer review of slide packs submitted from the conference and other events
    - analysing feedback from the conference and other events and taking this into account when planning future events
- considering the location / accessibility of access to CPD for members (no matter where they are based) and innovation in terms of looking at, and testing, new delivery methods
- periodic review of the core reading for the Health and Care examination topics, as requested by the IFoA Education Actuary for Health and Care.

Tenure

This appointment is for three years.

Time commitment

The time commitment will be three to four hours per month, which includes attendance at sub-committee meetings. The sub-committee is expected to meet five to six times a year, either in person or via telephone conference call. Meetings normally last for between one to two hours. International members are encouraged to volunteer and can contribute via conference call / videoconference. The members will also be expected to handle emails and any issues that arise in-between meetings.

Person Specification

The sub-committee member will ideally:

- be a Fellow or Associate of the IFoA who is working in the Health and Care practice area and has a good grasp of the relevant technical aspects

- be willing to foster a sense of community amongst members of the sub-committee and to deliver a service which benefits members in the UK and internationally
- be able to network on behalf of the profession to keep abreast of emerging issues, including horizon scanning, and 'hot topics' of relevance to the practice area
- be able to meet sub-committee deadlines and answer emails as needed
- be willing to seek feedback / input from colleagues and peers in relation to areas of improvement in the influence and contribution of the sub-committee.

In addition, it would be helpful if the sub-committee member also has:

- experience in one or more fields of Health and Care and an understanding of the current and evolving Health and Care environment
- a growing network and profile in the practice area.

In return, the volunteers will:

- be provided (from the Executive team) with excellent professional management support and assistance as required and will be able to enjoy the satisfaction of knowing that you have helped shaped advancement of actuarial science in this practice area
- if asked to chair a conference plenary or workshop, be offered guidance and support as to best practice.

Members will be asked to assist with setting the technical aspects of the programme for the conference, but there is no requirement for sub-committee members to attend the conference.

Claiming CPD

If you intend to use the time spent on this activity when recording your CPD, remember it must be relevant to your work or role and address a personal development need. You should record an appropriate learning outcome. This is in accordance with the CPD Scheme.

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