



Institute  
and Faculty  
of Actuaries

## The Institute and Faculty of Actuaries

### Health and Care Research Sub-committee - Member

The Institute and Faculty of Actuaries (IFoA) is seeking up to two proactive, innovative volunteers to join this sub-committee, ideally with expertise in the UK PMI/Health Insurance area, to help drive the development of actuarial practice in the Health and Care area.

#### “Task” and “Person” Specification:

##### “Task” Specification

###### Candidates will:

- actively contribute to Research Sub-committee meetings and propose future guest speakers
- be responsible for keeping abreast of any IFoA led research and to push forward more member led Health and Care research
- provide feedback to Health and Care Board through the Chair of the Health and Care Research Committee as required
- identify, promote and foster research opportunities providing guidance for member led research working parties
- mentor and support the progress and needs of member led working parties, taking responsibility for at least one working party
- provide contributions to the committee responsible for developing the programme for the Protection Health and Care annual residential conference.

##### Tenure

This appointment is for a three year period.

##### Time commitment

Approximately four to five hours per month, which includes attendance at Research Sub-committee meetings. The committee may meet up to five times a year, either in person or via video conference call or telephone conference call. Meetings will usually not exceed 90 minutes.

The members will also be expected to handle emails and any issues that arise in between meetings.

The member will be expected to ‘shadow’ working parties in one or more specific areas of Health and Care, which will require keeping in routine contact with working party chairs to ensure research is moving along and to offer support and assistance where necessary. They will also be asked to provide updates at committee meetings. The role also requires the shadow to lead on research and to have the technical skills to undertake detailed peer review of research output, including reviewing models on occasions.

##### “Person” Specification

###### The committee member will ideally:

- be a Fellow or Associate of the IFoA who is working in the Health and Care practice area
- be willing to gain and maintain a knowledge of existing and historical research which has been undertaken for the Health and Care practice area and is prepared to speak

authoritatively on legacy issues if required

- have a broad understanding of Health and Care matters in the wider context of the profession
- have a collegiate approach and a desire to foster a sense of community amongst members of the Committee and to deliver a service which benefits members in the UK and internationally
- network on behalf of the IFoA to keep abreast of emerging issues, including horizon scanning and 'hot topics' of relevance to the practice area
- be proactive
- have participated in an IFoA working party in the past, either as Chair or as a member.

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

- experience in 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 able to influence and contribute to the practice area at a policy level
- will be provided with excellent professional support and assistance during your tenure on the committee
- will develop an effective network of contacts across the industry
- will, if asked to chair a working party and/or a workshop/plenary at the conference, be offered guidance and support as to best practice.

**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](#).

**July 2017**