



Institute
and Faculty
of Actuaries

The Institute and Faculty of Actuaries

Deputy Chair – Life Asia Sub-committee

The Institute and Faculty of Actuaries (IFoA) is seeking to appoint a proactive and innovative volunteer to take on the role of Deputy Chair of this sub-committee.

“Task” and “Person” Specification:

“Task” Specification

Candidates will be responsible for:

- providing CPD events for members based in Asia, and considering online CPD provision
- proposing Asian-specific research topics
- leading on IFoA responses to life assurance consultations within Asia.

As well as tasks which the Life Asia Sub-committee members are asked to undertake, the Deputy Chair will also specifically be tasked with the following:

- using the time in post to ‘shadow’ the Chair and to prepare and make plans for your time as Chair
- deputising for the Chair as needed when the Chair is unable to join a meeting
- acting as Chair at any other meetings in the Chair’s absence. As such, on occasion, this may require the Deputy Chair to ‘stand-in’ at short notice.

Tenure

This is a two year appointment as Deputy Chair, with a view to progressing to the role of Chair.

Time Commitment

One half day per month, which includes attendance at meetings. The committee is expected to meet four to six times a year, via teleconference or video conference. Meetings will usually last between 60 to 120 minutes. The members will also be expected to handle emails and any issues that arise in between meetings.

“Person” Specification

The Deputy Chair will ideally:

- be a Fellow or Associate of the IFoA who is working in the Life practice area, although actuarial non-members would also be considered
- be willing to foster a sense of community amongst members of the committee and to deliver a service which benefits members within the Pan-Asian region and the global arena
- 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 committee.

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 CPD event 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](#).

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