



Institute
and Faculty
of Actuaries

The Institute and Faculty of Actuaries

Education Committee – Lead on Accreditation

We are seeking to appoint a proactive, innovative individual to become a member of the Education Committee and act as the lead on Accreditation. Education Committee have several key areas to report to Education Board.

The areas covered by the committee include:

- to liaise with the Board of Examiners and make recommendations to the Education Board for any changes to the assessments to ensure that, whilst maintaining high standards, the assessments are a fair test for candidates, for both examinations leading to Fellowship, Associateship
- to be responsible for maintaining the IFoA's accreditation for CERA
- to review the implementation of the Education Strategy
- to ensure that up-to-date Core Reading material is prepared
- to be responsible for the work of the Syllabus and Core Reading Review Groups who regularly review and recommend changes to the syllabus
- to recommend to the Education Board and Council standards for admission as students
- to award and oversee exemption recognition agreements and accreditation agreements.

“Task” and “Person” Specification:

“Task” Specification

The Lead on Accreditation member of the Education Committee will undertake the following:

- attend meetings and Chair the annual meeting of the University Liaison Forum
- provide feedback on issues arising from the University Liaison Forum meetings
- participate in accreditation and reaccreditation panels as appropriate
- participate in annual review panels for accredited undergraduate and postgraduate programmes
- occasionally participate in either visits or phone panels with applicant universities to discuss their applications.

“Person” Specification

An Education Committee member will be someone who:

- is a Fellow of the Institute and Faculty of Actuaries
- is able to attend each of the meetings
- has a genuine interest in Education
- will work collaboratively and in partnership with the IFoA executive staff
- will network on behalf of the profession to keep abreast of hot topics.

Tenure

This is a three year appointment with the ability to renew for a further three year term.

Time commitment:

- attend five Education Committee meetings per year – allow half a day for each meeting
- preparation time to read/prepare papers for each of the meetings attended will be required
- assist with assigned tasks or areas - allow half a day per month

The dates for meetings to be held in 2017/2018 are:

7 September 2017

1 November 2017

22 January 2018

19 March 2018

21 May 2018

In return, the volunteer will:

- receive support and guidance from the Executive team, as required
- know they are contributing to the shaping of the IFoA's Education Strategy.

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](#).

August 2017