



Institute  
and Faculty  
of Actuaries

## Institute and Faculty of Actuaries

### General Insurance Board Member - Market Engagement

The General Insurance (GI) Board is seeking to appoint a proactive, innovative and diligent member to collaborate effectively with other Board colleagues on issues relating to GI member engagement, communication and marketing as well as execution of the wider Institute and Faculty of Actuaries (IFoA) strategy.

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

##### “Task” Specification

As well as making a more general contribution, the Board member for Market Engagement will also specifically be asked to take primary responsibility for the following:

- Helping to evolve the environmental framework which provides opportunities and support for GI members to engage with the profession. This may include working with the Lifelong Learning (GILL) Committee to create forums/space within conferences for direct member interaction
- Form a key component of the selection panel when assessing applications for GI volunteer vacancies
- Responsibility for process whereby expressions of volunteering interest are captured, maintained and potentially utilised in future.
- Developing and maintaining close relationships with GI actuarial community to ensure member values and interests are appropriately represented and promoted. This will include consideration of new and existing opportunities to liaise more closely with full demographic. Examples are:
  - London Market Actuaries Group (LMAG)
  - Chief Actuaries of London Market (CALM) group
  - London Market Students Group (LMSG)
  - Company market representatives
  - Early career representatives
- Working closely with the IFoA Marketing and Communications team to ensure that there is transparency and effective feedback between the Board and GI constituency
- Assisting with the development and maintenance of communications with other industry stakeholders such as employers and regulators.
- Take primary responsibility for collation of Outstanding Achievement Award nominations.

In order to fulfil these duties, the role holder may work informally with individual representatives and experts providing that these contributions are clearly attributable.

##### Time commitment

The role of the Market Engagement Director is expected to require between one and five days of time per month, including attendance at GI Board meetings. At least three quarters of all full Board meetings will need to be attended either in phone or in person to facilitate better communication and maintain close working relationships.

## **Tenure**

This is a three year appointment.

## **“Person” Specification**

Applications will be reviewed by a selection panel which is comprised of the current Chair, at least one other member of the Board and a senior member of the Executive Staff. The successful volunteer must meet the following requirements:

- Be a member of the IFoA
- Have a strong network and profile in the General Insurance practice area
- Have a broad understanding of the requirements of the GI community and its underlying component parts
- Strong interpersonal skills
- Have a collegiate approach, a desire to foster a sense of community amongst members of the Board and to deliver a service which benefits members in the UK and internationally
- Work proactively to ensure the Terms of Reference are at the focus of activities and that the committee is supporting the IFoA's strategy and corporate plan
- Network on behalf of the IFoA to keep abreast of emerging issues, including horizon scanning, and 'hot topics' of relevance to the practice area.

***In addition to the above, the Task and Person Specification details for members of the Board will also apply. Please ask to view a copy if you are not familiar with them.***

**February 2020**