



Institute  
and Faculty  
of Actuaries

## Institute and Faculty of Actuaries

### Life Board - Member

The Institute and Faculty of Actuaries (IFoA) is seeking to appoint two experienced, proactive and innovative volunteers to join this important Board.

These volunteers will ideally already have a good industry profile and an excellent network of contacts. They will be someone who is keen to build on the excellent foundations already created and have a passion to help shape and drive forward the Life practice area for the future.

The Life Board is committed to promoting diversity and equal opportunity for all Board members. Applications are particularly welcome from female members and international members, who are currently under-represented on this Board.

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

#### “Task” Specification

As a member of the Life Board the tasks will include:

- allocation of a ‘portfolio’ of activity based on your skills and expertise, to support the strategic development of the practice area and board
- becoming familiar with the Terms of Reference of the Board and helping drive the outputs of the Board to support the community
- fostering a sense of community amongst members in the practice area, in the UK and internationally
- identifying emerging issues, including horizon scanning, and ‘hot topics’ of relevance to the practice area
- ensuring the Board considers lifelong learning opportunities for practice area members, and highlights this requirement through each strand of work
- coming to the Board meetings prepared and armed with ideas for current agenda items, hot topics, themes and content.

#### Reporting:

You will report in to the Chair, and ultimately to Management Board.

#### Tenure

This is a three year appointment.

#### Time Commitment

This would equate to approximately half to one day per month (less in summer). This will be made up as follows:

- attendance at five Board meetings per year. Four of these meetings are held in London and one is held in Edinburgh. Attendance may be by conference call
- you may also be asked to attend additional meetings, in respect of the special responsibility allocated to you
- undertaking follow up actions, between meetings.

## **“Person” Specification**

Members of the Board will be selected by the current Chair together with a senior member of the Executive staff and approval will be required by Management Board. He or she will be someone who:

- is a Fellow or Associate of the IFoA
- ideally, has an excellent network and profile in the Life practice area
- has a broad understanding of Life matters in the wider context of the profession
- has a collegiate approach and 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
- will 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.

It would also be desirable for some members of the Board to have experience in an international context, particularly in relation to the work of the IAA and AAE.

### **In return, the volunteer will:**

- be able to influence and contribute to the practice area at a policy level
- be provided with excellent professional support and assistance during your tenure on the committee
- develop an effective network of contacts across the industry.

### **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](#).

**March 2017**