



# Institute and Faculty of Actuaries

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### General Insurance Lifelong Learning (GILL) Sub-committee Member

The Institute and Faculty of Actuaries (IFoA) is seeking committed and innovative volunteers to join this sub-committee. They are particularly seeking to recruit experienced volunteers who have General Insurance (GI) experience. Volunteers will have a passion for developing a programme of CPD events and topics which enhance the continuing professional development and Lifelong Learning of their peers working in the GI Practice Area.

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

As a member of the GI Lifelong Learning Sub-committee you will be responsible for all matters relating to CPD being undertaken by the GI Practice Area and the development of the IFoA's annual offering of GI conferences and seminars including but not limited to the 'Research' and 'Current Issues' conferences.

#### Candidates will ideally:

- be working in the GI practice area or in a field closely related to GI with an excellent awareness of current issues. Applicants from all areas are welcome and we are looking to recruit from those working across consultancies, regulators, (re)insurers (Lloyd's / London Market / Commercial / Personal Lines) and in various fields including reserving, pricing and capital modelling or those in wider roles and companies
- have the drive to shape the annual programme of GI events into a relevant information resource and networking platform
- be prepared to work with the General Insurance Research and Thought Leadership (GIRTL) Committee on the delivery of working party output
- be prepared to undertake as appropriate peer review of presentations at conferences and key CPD events
- give due consideration to annual CPD requirements of the GI constituency and arrange appropriate learning opportunities across the annual programme of events
- ensure CPD is of high quality, covers a range of relevant topics for various levels of understanding (beginner, intermediate and high) and is provided in practical locations
- be prepared to consider new and innovative ways of providing the CPD offered to GI constituency throughout the calendar year, not reliant on physical location, ensuring that cross practice opportunities and sufficient professionalism development is included
- take primary responsibility for arranging delivery of quality content at events (at least one per year), including call for speakers. Members of the GILL Sub-committee will be expected to chair events, webinars and discussions as part of their tenure.
- provide suggestions for the Wendy Hawes prize and GI Outstanding Achievement Award

- work closely with IFoA events management for event organisation
- where appropriate identifying suitable event partners for sponsorship
- monitor and evaluate event feedback and reporting to GI Board
- respond to CPD initiatives of the GI Board
- be able to devote time equivalent to up to 2 working days per month, including following up on actions to meet event schedule deadlines and attending committee meetings. Meetings are expected to be held monthly. Participation can be by conference call / video conference to allow us to widen this opportunity to all members, there is no requirement to meet in person at this time. have an established social media network and proactively promote the work of the committee and events on Twitter and/or LinkedIn

### **Tenure**

This appointment is for a 3 year period, which can be renewed for an additional term, by mutual consent.

### **Time Commitment**

Two days per month, including following up on actions as required ensuring deadlines and commitments are met; and attending committee meetings are expected to be scheduled monthly.

### **“Person” Specification**

Qualified actuaries of all experience levels and backgrounds are welcome to apply, as well as non-members with relevant experience. Applications from volunteers based overseas would be welcomed Candidates will ideally have:

- at least 5 years’ GI experience
- an awareness of current issues in GI
- an ability to come up with ideas and to identify hot topics
- a willingness to help organise an event programme
- access to a wide network of contacts

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

- be provided with (from the Executive team) excellent professional event management and be able to enjoy the satisfaction of knowing that you have helped shaped advancement of actuarial science in this practice area
- be invited to attend a CPD event free of charge, if you are volunteering to take on the role of Chair or speaking at the event itself
- be able to influence and contribute to the Lifelong Learning and CPD provided to members of the IFoA
- develop an effective network of contacts across the industry
- have the opportunity for personal and professional lifelong learning, which could include the opportunity to gain CPD for this support if in accordance with the CPD scheme
- if asked to chair an event or a workshop / plenary at an event, be offered guidance and support as to best practice
- have their name, and their employer’s name, appear on the Committee Members list in the conference materials and on our website.

We consider equal opportunities seriously and welcome applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age.

**October 2020**