



Institute  
and Faculty  
of Actuaries

## Institute and Faculty of Actuaries

### Pensions Research Sub-committee – Chair

The Institute and Faculty of Actuaries (IFoA) is seeking to appoint a proactive and innovative volunteer to join the Pensions Research Sub-committee. This key appointment will contribute to shape the research in the pension area, work directly with the Pensions Board and other committees to identify and facilitate cross practice research.

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

##### “Task” Specification

The post-holder will be someone who wishes to help drive the research agenda forward in line with the terms of reference and:

- be responsible for keeping up to date with IFoA led research and to push forward more member-led pensions research
- identify future research needs and ideas, working with the Pensions Board and the IFoA Research and Thought Leadership Board
- identify, promote and foster research opportunities providing guidance for member-led research working parties
- mentor and support the progress and needs of member-led working parties, taking personal responsibility to shadow at least one working party
- provide strong content to the committee responsible for developing the programme for the pensions strand at the IFoA's annual residential conferences.

##### Tenure

This is a two year appointment as Chair.

##### Time commitment

The time commitment will be approximately one to two days per month. The majority of this time will be for follow up actions between meetings however, participation will be required at four meetings per year. The meetings are held in London at the IFoA offices at Holborn Gate but attendance can be by conference call to allow us to extend the opportunity to all members. Location is not a barrier.

Participation will also be required at four Research and Thought Leadership Board meetings per year. Attendance at these meetings can be via conference call and dates are provided well in advance.

##### “Person” Specification

The post-holder should be:

- a Fellow or Associate of the IFoA with at least three years of experience in the pension practice area
- able to chair meetings effectively
- keen to look at new ways to help drive research forward and to encourage and support more member-led pension research and identifying potential future research needs
- understanding of pension matters in the wider context of the profession

- aiming to foster a sense of community amongst members of the sub-committee and to deliver a service which benefits members wherever they are based
- aware of the IFoA's governance manual and relevant sections within the IFoA's information pack and ensure the sub-committee acts accordingly.

**In return, the volunteer will:**

- be provided (from the Executive team) with excellent professional management support and assistance and be able to enjoy the satisfaction of knowing they have helped shape the advancement of actuarial science in this practice area
- if asked to chair a working party and/or a workshop/plenary at a pension conference or event, be offered guidance and support as to best practice
- have the opportunity to receive CPD for participating – if their contribution is relevant to their role and helps develop and broaden their skills, as set out in the CPD Scheme.

**April 2018**