



Institute
and Faculty
of Actuaries

Committee for Lifelong Learning in Risk Management (formerly ECPD Sub-committee) - members

The Institute and Faculty of Actuaries (IFoA) is seeking to appoint proactive and innovative volunteers for the Committee for Lifelong Learning in Risk Management. The volunteers will have a desire to help develop the programme of CPD events and topics which enhance the education and continuing professional development and lifelong learning of their peers, working in the Risk Management practice area.

“Task” and “Person” Specification:

“Task” Specification

Candidates will:

- be responsible for ensuring the IFoA is meeting the CPD needs of actuaries who work in the Risk Management practice area
- specifically consider and focus on the matters set out in the Terms of Reference and in particular will focus on the following:
 - content and volume of CPD events
 - format of events
 - location / accessibility of access to CPD for members (no matter where they are based) and innovation in terms of looking at, and testing, new delivery methods
 - analysing feedback and building this into future planning
 - overseeing content development for the annual conference.

Tenure

The appointment is for three years.

Time Commitment

This would equate to approximately one and a half days per month. The majority of time commitment can be carried out at a time and day that best suits the volunteer but attendance is required at five meetings per year which are two hours in length. Participation can be via conference call therefore ensuring this opportunity is available to all members. Dates of the meetings are provided well in advance.

“Person” Specification

Members will be selected by the Chair of the Committee for Lifelong Learning in Risk Management, together with a senior member of the Executive staff. He or she will require to be someone who:

- is a Fellow or Associates of the IFoA with at least three years experience in the Risk Management practice area
- has a good industry profile and an excellent and existing network of contacts within the Risk Management community

- has a desire to help shape and develop the future of the Risk Management community of the profession
- will be able to identify key issues affecting the Risk Management practice area of the profession as these arise
- will be able to meet strict committee deadlines.

In return, the volunteer will:

- be able to influence and contribute to the development of the learning outcomes of members in this practice area
- 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](#).

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