



The Institute and Faculty of Actuaries

Disciplinary Committee – Committee Member

The Institute and Faculty of Actuaries' (IFoA's) Disciplinary Committee oversees the management and operation of the Disciplinary and Capacity for Membership Schemes (the Scheme). The Committee is currently undertaking a review of the current Scheme; it also makes regulations, provides guidance on procedures under the Scheme and reports to the IFoA's Regulatory Board.

As a result of completion of terms of office, one vacancy has arisen for a Fellow with an interest in professional regulation and disciplinary proceedings to join the Disciplinary Committee. The IFoA has members in a number of different countries and jurisdictions and is therefore particularly interested in individuals with experience of regulation and professional discipline internationally.

Read more about [the Disciplinary Committee](#).

“Task” and “Person” Specification:

“Task” Specification

The remit of the Disciplinary Committee is set out in its [terms of reference](#). The successful candidate will be involved in discussion and decision making including (but not limited to):

- Overseeing the management and operation of the Scheme.
- Overseeing the Executive's delivery of the disciplinary elements of the IFoA's regulatory strategy.
- Keeping the Scheme and processes under review and approving any amendments to the Scheme for recommendation to Council.
- Setting and monitoring time frames for investigations and proceedings.
- Approving the training programme for Investigation Actuaries and the Disciplinary Pool.
- Making and varying regulations and guidance for the effective operation of the disciplinary process.
- Reporting to the Regulatory Board on the operation of the Disciplinary Scheme.

Tenure

This is a three year appointment, renewable for a further three years.

Time Commitment

There are four meetings held each year and meetings are held remotely. The time commitment equates to one day per quarter for meetings plus approximately one day per quarter to read papers. There might on occasion be opportunities to join working parties and/or involvement in decisions in between meetings, which would take place remotely.

“Person” Specification

Essential Criteria:

- A Fellow of the IFoA.
- An interest in the enforcement of standards and delivering the enforcement elements of the IFoA’s Regulatory Strategy for the protection of the public and the reputation of the profession worldwide.
- Excellent verbal communication skills, including proven ability to work effectively with others as part of a Committee or Board.
- Excellent written communication skills, including proven ability to review regulations, procedures and/or guidance.
- Must not have a role with the FCA, PRA, the Pensions Regulator or the FRC.

Desirable Criteria

- Experience of professional regulation and particularly professional discipline and misconduct.
- Experience of international regulation and discipline.
- Experience of financial services.

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