



Institute  
and Faculty  
of Actuaries

## Institute and Faculty of Actuaries

### Pensions Education and CPD (ECPD) Sub-committee - members

The Institute and Faculty of Actuaries (IFoA) is seeking to appoint proactive members to join the Pensions ECPD Sub-committee to help provide excellent support to members in the Pensions practice area.

The Pensions ECPD Sub-committee is currently responsible for organising around 12 pensions events per year providing CPD to over 1,000 pensions actuaries. The sub-committee's remit includes defining what events will be run, shaping the event programmes, securing speakers and reviewing post event feedback. The sub-committee is supported by members of the IFoA Events team and the IFoA Practices Executive team.

### “Task” and “Person” Specification

#### “Task” Specification

This sub-committee plays an important and highly active role in shaping the content provided in the Institute and Faculty of Actuaries' (IFoA's) Pensions CPD events. They seek to ensure the events include a good mix of professionalism, current issues, and hot topics. The tasks involved include:

- creating and developing an excellent and varied pensions CPD events programme
- identifying topics and potential speakers for specific events
- listening to members' feedback.

#### “Person” Specification

The post-holder will ideally be a Fellow or Associate of the IFoA who has:

- an enthusiasm for planning CPD events
- an awareness of current issues in pensions
- an ability to come up with ideas and to identify hot topics
- a willingness to pro-actively help organise and chair one event per year (this includes making contact with the potential speakers and securing their support)
- a desire to develop CPD online would also be an advantage but is not essential
- experience of organising training events is also desirable but not essential.

#### Tenure

This is a three year appointment.

#### Time Commitment

The time involved will be two hours for a meeting every four to six weeks, from September through to July, plus approximately another hour per month (more when organising a specific event) for follow up emails/calls etc. This would equate to approximately two to three hours per month in total. The

meetings are held at Holborn Gate, in London but attendance can be in person or via telephone conference call.

In return, the volunteer will:

- be able to influence and contribute to the development of the Pensions Practice Area
- be provided with excellent professional support and assistance during their tenure on the Pensions ECPD Sub-committee
- enhance and build an excellent network of contacts across the industry
- have the opportunity to claim CPD for some of the activities associated with this role if they meet the criteria set out in the CPD Scheme.

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