



Institute  
and Faculty  
of Actuaries

## The Institute and Faculty of Actuaries

### Professional Skills Sub-committee

Following the recent successful recruitment of two new Members, the Professional Skills Sub-committee is seeking to appoint –a further two new members to expand the committee’s breadth of knowledge and experience and to make the committee more representative of our membership as a whole.

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

##### “Task” Specification

The Professional Skills Sub-committee (PSSC) is responsible for the development and delivery of diverse and stimulating content for professionalism CPD with the aim of embedding the Actuaries’ Code, and professional and ethical behaviour, in the IFoA’s Professional Skills Training.

The PSSC develops a substantial amount of Professional Skills content annually and members of the PSSC are also invited to facilitate / participate in webinars and potentially face-to-face events. We are keen therefore to increase the available resource both for developing video case studies and additional content, and/ or facilitating/ presenting.

##### Tenure

To encourage continuity, it is hoped that members of the PSSC will be able to undertake a 3 year appointment, which can be renewable, by mutual consent, for a further 3 years.

##### Time Commitment

The PSSC meets virtually 4 - 6 times a year. It is estimated that the time commitment will be approximately 10 days per annum.

##### “Person” Specification

We are looking for members of the IFoA who are passionate about doing the right thing and who would like to apply their experience in a creative way. A keen interest in business ethics and professional skills as well as knowledge of the ethical dilemmas which actuaries face in their daily lives is essential. We would particularly welcome volunteers who can bring creative new approaches to the delivery of our professional skills programme.

The PSSC strives to achieve a diverse and balanced representation and practitioners are sought from traditional and new areas and can be based anywhere. We are particularly keen to welcome some different perspectives whether geographic, work role, cultural, background etc. to enrich our team.

In return, the volunteer will:

- by contributing to the development of the IFoA's professional skills online resources, help support the IFoA's public interest objective;
- be part of a creative and diverse team creating online resources primarily for IFoA Members, but also for use by Universities and other Actuarial Associations;
- have their ideas brought to life via different media; and
- enhance their profile through facilitating/ presenting online and potentially at events.

**Applications:** please contact the [Engagement Team](#) and provide a brief overview of your relevant background and experience and what you feel you can bring to the role.

**February 2022**