

Career Opportunity with the IAIS – IAIS Secretary General

The International Association of Insurance Supervisors (IAIS) is hiring a Secretary General to join the team.

This role is based in Basel, however, thanks to our status as an international organization, we can hire globally and welcome applications from candidates of all nationalities and located anywhere in the world. Relocation support is available for the successful candidate and their dependent family members.

Please note this job is offered as a three-year fixed term contract (renewable).

Purpose of the job:

The International Association of Insurance Supervisors (IAIS) is a global standard setting body and voluntary membership organisation of insurance supervisors and regulators from over 200 jurisdictions in approximately 140 countries, representing 97% of the global insurance market. The IAIS Secretary General oversees the delivery of the Association's Mission to promote effective and globally consistent supervision of the insurance industry in order to develop and maintain fair, safe and stable insurance markets for the benefit and protection of policyholders and to contribute to global financial stability.

The Secretary General reports to the Chair of the IAIS Executive Committee, leads and directs the IAIS Secretariat, comprising approximately 35 staff, to ensure that the IAIS's activities, operations, and decisions are effectively and efficiently executed and carried out in accordance with the IAIS' by-laws and internal policies and procedures (Member and Secretariat Handbooks).

The Secretary General ensures effective and timely communication with IAIS Members and facilitate effective cooperation with other international financial sector organisations and standard setting bodies. In addition, the Secretary General manages the financial, material and human resources of the Association.

By joining the IAIS, you will:

- Have an opportunity to be a role model of IAIS values: independence, responsibility, efficiency, team spirit, integrity and transparency; and demonstrate initiative, self-motivation, flexibility and continuous learning.
- Work directly and support the Executive Committee in developing and setting the Association's strategy across its policy and standards development, macroprudential, and implementation and assessment activities.
- Have the privilege to represent the IAIS to the global insurance sector and other external stakeholders.

Principal accountabilities:

Manage activities of the IAIS

In collaboration with IAIS Members and based on direction from the Executive Committee:

- Develop and implement the five-year Strategic Plan and Financial Outlook and annual Roadmaps.
- Identify and prioritise relevant supervisory issues, develop proposals and approaches for IAIS work on those issues, facilitate reaching consensus and implementing the way forward.
- Provide support to, and coordinate with, the Executive Committee Chair and other members of the Executive Committee leadership.
- Oversee preparations for, and delivery of, IAIS meetings and events.
- Participate in IAIS meetings, present and assist in the discussions of topics and related workstreams.

Lead the Secretariat

Lead and manage Secretariat staff to ensure the highest standards in executing the Secretariat functions:

- Recruit and retain high quality staff.
- Assign responsibilities amongst staff and ensure appropriate prioritisation and resource allocation for activities.
- Foster a high-performance culture and a collaborative working atmosphere in the Secretariat to deliver optimal outcomes for the Association.
- Support professional development of staff, including through guidance and training and annual performance review processes.
- Establish effective and up-to-date internal procedures to ensure the effective and efficient functioning of the Secretariat in compliance with IAIS by-laws and the Member and Secretariat Handbooks.
- Maintain pragmatic staff and management succession plans to avoid disruptions that could hamper execution of IAIS activities and operations.

Represent the Association

- Establish and maintain relationships with Members; facilitate communication and engagement on IAIS activities and services to promote value of membership.
- Present the Association's policy and standards development, macroprudential, and implementation and assessment activities in various fora.
- Represent the IAIS to, and establish effective working relations with, other international organisations such as the Financial Stability Board, Basel Committee on Banking Supervision, International Organisation of Securities Commissions, Organisation for Economic Co-operation and Development, International Monetary Fund and World Bank.
- Develop and maintain contacts with the press and other opinion formers in the financial, academic and non-governmental sectors and act as a spokesperson in relation to IAIS positions on key issues and material activities.

- Participate on behalf of the Chair of the Executive Committee at meetings where the Chair represents the IAIS as appropriate (eg, Financial Stability Board or high-profile international events).

Foster and maintain effective IAIS operations

- Operationalise a communications strategy and plan, aimed at communicating with Members and stakeholders.
- Develop and leverage a broad stakeholder ecosystem in support of IAIS objectives. Build awareness of IAIS activities, including the IAIS's role in providing the insurance supervisory perspective.
- Ensure an effective working relationship between the IAIS Secretariat and the Bank for International Settlements (BIS), host of the IAIS in Basel, Switzerland.
- Manage the Association's budget, including preparing annual budgets and regular reporting on the IAIS's use of financial resources.

Qualification and experience:

- At least 15 years' experience is preferred, gained in a jurisdiction's supervisory or regulatory authority, central bank, treasury, international financial sector organisation, and/or relevant private sector.
- Preference for at least seven years' experience at a senior level, managing staff and budgets or working in management structures at a sufficiently high level of responsibility, including experience in people leadership, acquired through managing managers and high-profile projects.
- Sound knowledge of insurance and its supervision, including understanding of the financial sector more broadly. Familiarity with both prudential and conduct aspects of insurance supervision and with issues faced by the IAIS' diverse membership, representing jurisdictions at all levels of insurance market development. An understanding of cross-sectoral perspectives is also desirable.
- Experience with international financial sector policy dialogue, including through involvement with relevant international organisations would be an advantage, as well as previous experience interacting with heads of supervisory authorities, senior central bank or international financial organisation officials, and CEOs, CFOs and/or CROs of insurers or other financial sector firms.
- Fluent in English as the working language of the Association and have an ability to draft and present in that language.
- Advanced graduate degree from an accredited university is preferred, in particular in finance, economics or another field relevant to insurance supervision, or equivalent professional experience. Professional qualifications in fields relevant to insurance supervision are desirable.

Skills:

- Experienced and inspiring leader who demonstrates proven people management and organisational skills. Ability to balance and manage internal and external facing pressures and responsibilities.
- Ability to operate in a fast paced, dynamic work environment in which colleagues from diverse backgrounds work flexibly, effectively and constructively.

- Strong analytic and diplomatic skills with an ability to provide intellectual leadership and build consensus on complex issues subject to wide ranging views.
- Proven capacity to take decisions, both at strategic and operational level. Able to undertake, coordinate and guide activities in complex environments and across multiple disciplines, to their successful delivery.
- Able to interact with senior leaders across a range of organisations and to influence and drive forward innovative thinking.
- Excellent communication skills, both orally and in writing. Strong presentational skills, with ability to present complex issues and represent the Association with maximum impact to a variety of audiences, including Members and external stakeholders. Excellent networking abilities and interpersonal skills.
- Proven budgetary and financial management skills.

To apply, please click [here](#).

Questions? Please send a message to recruitment@iais.org

Closing date for completed applications: 22 September 23:59 CEST