



Institute
and Faculty
of Actuaries

General Insurance Lifelong Learning Sub-committee

Terms of Reference

To be responsible to the General Insurance (GI) Board for all matters relating to CPD being undertaken by the GI practice area and development of the IFoA's annual offering of conferences and seminars.

CPD:

- Development of General Insurance CPD programme and event planning including:
 - Giving due consideration to annual CPD requirements of the GI constituency and arranging appropriate learning opportunities. This should include but is not limited to 'Research' and 'Current Issues' conferences.
 - Ensuring CPD is of high quality, covers a range of relevant topics for various levels of understanding (beginner, intermediate and high) and is provided in practical locations
 - Developing and proposing a matrix for GI Board approval (in advance) to summarise CPD offered to the GI constituency throughout the calendar year taking note that cross practice opportunities and sufficient professionalism development is included.
 - Taking primary responsibility for arranging delivery of quality content at events, including call for speakers
 - Acting as custodians for the Wendy Hawes prize
 - Working closely with the IFOA events team for event organisation
 - Where appropriate identifying suitable event partners for sponsorship
 - Monitoring and evaluating event feedback and reporting to the GI Board
 - Making recommendations to the GI Board for the Outstanding Achievement award
 - Considering new and innovative ways of delivering CPD not reliant on physical location
 - Responding to CPD initiatives of the GI Board

Notes:

1. 'Sessional events' are outside of scope and are instead included within the ToR of the Research and Thought Leadership Sub-committee
2. The Research and Thought Leadership Sub-committee should be given preference to showcase WP and academic thought leadership at the 'Research' conference provided the content is of sufficient quality and relevance.
3. The Sub-committee is expected to undertake as appropriate peer review of presentations at conferences and key CPD events
4. Members of the Sub-committee will be expected to chair events, webinars and discussions as part of their tenure