

Career Opportunity with the IAIS – Senior Policy Advisor – Stakeholder Management and Outreach

The International Association of Insurance Supervisors (IAIS) is the global standard setting body for insurance supervision. Our mission is to promote effective and globally consistent supervision of the insurance industry for the benefit and protection of policyholders and to contribute to global financial stability. We are an independent association of more than 200 insurance supervisors covering 97 percent of the world insurance market. We are hosted by the Bank for International Settlements, in Basel, Switzerland.

By joining the IAIS

You will be part of a small secretariat team of highly motivated individuals, who together function as a point of contact for IAIS members (insurance supervisors), its committees, subcommittees and partners and support global projects and activities. You will also benefit from working in an international environment which will give you exposure to the global financial system and the opportunity to collaborate with passionate experts from all over the world. We offer flexible, hybrid working options with a blend of onsite work from our central office location in Basel and home office.

Job description

In this role, you will be part of the Communications and Stakeholder engagement team. You will have a key role in further enhancing the impact and reach of the IAIS through your stakeholder management and influencing skills. You will work across teams within the IAIS, including Policy Development, Financial Stability and Implementation Assessment, and have significant exposure to the IAIS' executive leadership and the senior management team (SMT). The role has three main components:

- **Stakeholder engagement** - Leading and operationalising the IAIS' overall stakeholder engagement strategy, maintaining our stakeholder map, developing plans for engaging new stakeholder segments and maintaining relationships with existing ones in line with our Stakeholder Engagement and Consultation Policy. You will be responsible for preparing briefings and background information as well as drafting speeches and other communication assets to support strategic engagement by the IAIS' Chair and SMT with senior public sector officials, industry, consumer and other stakeholder groups.
- **Milestone events planning** - Leading development of the agenda and content for IAIS milestone events (large and complex in-person and virtual events), providing direction to the events team and the policy staff contributing to the programme and speaker briefings. Maintaining high standards for these events (such as the virtual Global Seminar and in-person Annual Conference) by advancing the planning, execution and follow-up activities associated with organising major events.

- **Institutional coordination** - Coordinating efforts with the IAIS Communications Advisor and other Senior Policy Advisors on requests for IAIS views.

In addition, the general duties of a Senior Policy Advisor may also include the following:

- Supporting the Secretary General and SMT.
- Ensuring that IAIS internal policies and procedures are met.
- Performing any other relevant work as assigned or delegated by the Secretary General.

Job requirements

The following are the core requirements for this role:

- Higher education in subjects relevant to the work of the IAIS.
- Demonstrated ability to navigate and achieve objectives in a complex multistakeholder environment. Experience in working with a range of public and private financial sector stakeholders.
- Proven stakeholder management and influencing skills.
- Understanding of the role and activities of international standard setting bodies, with knowledge of the supervisory and supporting material developed by the IAIS.
- Passion, drive and energy to achieve objectives in a structured and transparent way.
- Demonstrated independence, proactivity, diplomacy and the ability to build consensus amongst diverse members and partners.
- Proven capacity to work flexibly, effectively and harmoniously in a small team with colleagues from a wide variety of backgrounds and nationalities to achieve the successful and timely delivery of project objectives including in time-constrained and/or information constrained circumstances.
- Excellent command of English language (written and spoken) and ability to communicate effectively both internally with team members and externally with insurance supervisors and representatives from national and other international organisations.
- Skills in at least one of the other two official IAIS languages (French, Spanish) will be a plus.

Who we are

The IAIS is a diverse organisation with colleagues from many countries. By joining us in the international city of Basel, you will work in a unique, highly rewarding and international work environment. We truly value diversity and inclusion and want to reflect the world we serve. We want the best people to work for us in an inclusive environment so welcome applications from all qualified candidates. We value equity and diversity in all its forms and one way we support diversity and inclusion is through our staff-run networks.

What we offer

We want your time at the IAIS to be a rewarding and career-enriching experience. The contract term is for three years with the possibility of extension. The position is based in Basel and will involve international travel. We offer an agile and flexible working environment with hybrid working opportunities including home office and working from abroad days. To support our international applicants, we offer relocation support that extends to your dependent family members. In addition, thanks to our ongoing commitment to diversity and inclusion, we offer a competitive compensation



and benefits package, including support for working families including childcare and education allowances (where applicable).

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

We strive to ensure that individuals are provided reasonable accommodation to participate in the application or interview process, and to perform essential job functions. Should you wish to request accommodation, support in completing this application or participating in the application process, then please reach out to the recruitment team at IAIS.Recruitment@bis.org.

Closing date for completed applications: Monday 8 January 2024.