

IA|BE is looking for a Director Education

The Institute of Actuaries in Belgium (IA|BE) is a membership organisation in support of the actuarial community in Belgium. Its purpose is to defend the professional interest of its members and of the actuarial profession in Belgium. The Institute has today around 1,200 members and is still growing. A small staff takes care of the daily management of the Institute under the supervision of the General Manager.

One of the key activities of the Institute is putting together an attractive training offer for the members and manage the Continuous Professional Development program.

The Institute is currently looking for a Director Education joining the staff of the Institute on a part time (50%) and free-lance basis.

The Director Education will be charged with taking ownership over the organisation of the educational activities of the Institute and will be asked:

- To develop and articulate a clear strategy for the development of the educational activities of the Institute, in line with the mission and overall ambition of the Institute as defined by the IA|BE Board.
- To identify the training needs of different stakeholder groups and put together an annual training program and corresponding budget to satisfy these training needs.
- To identify and collaborate with potential training providers for realizing the training program.
- To moderate the IA|BE Education Committee together with its chairperson and the General Manager.
- To safeguard the quality of the training providers and the training offer in collaboration with the IA|BE Accreditation Committee.
- To coordinate and collaborate if and where possible with the Belgian academic community and the Privileged Partners for realizing the training program of the Institute.
- To liaise with the training instances at the employers of our members and promote the IA|BE training offer.
- To supervise and ensure the good operational implementation of the trainings with the operational team and through automation of processes where possible:
 - communication through different channels on the training offer to the members and other stakeholders.
 - practical organisation and follow-up of the training sessions with participants and trainers.
 - allocation of CPD Points to trainings taken by members outside IA|BE following accreditation of these trainings.
- Most of the trainings are offered on-line through MS Teams, with some training events such as the Annual Actuarial Afternoon organized in a physical setting. Trainings are predominantly in English.

The person we are looking for:

- Has strong conceptual and communication skills.
- Has good project management skills, is self-directed and capable of working autonomously.
- Has strong work ethics and is able to identify and solve problems.
- Has a master's degree or can rely on solid experience in relevant areas.
- Is familiar with people development / training in the financial sector.
- Is an open-minded team player, with a taste for collaboration and innovation.
- Is aware of the technological tools for higher education and their added value for the Institute and the members.
- Will preferably commit to a longer-term tenure at the Institute.
- Will receive a compensation in line with responsibilities and position in the organisation.

Candidates are asked to indicate their interest before 23 June 2024 by sending their CV and motivation letter to frank.dausy@iabe.be.