

SENIOR POLICY ADVISER

Business: Risk, Culture & Resilience

Date: November 2021

Reports to: Director - Business: Risk, Culture Resilience

The Investment Association

The Investment Association (IA) is the trade body and industry voice for the UK's leading investment managers. The UK investment management industry plays a major role in the economy, helping millions of individuals and families achieve their life goals by helping grow their investments (mainly through workplace pensions). In fact, 75% of UK households use an asset manager's services (knowingly or unknowingly). The industry also invests, billions of pounds in companies and the financing of transport networks, hospitals, schools and housing projects. The industry supports 115,000 jobs in the UK, including over 14,000 in Scotland. It's the largest industry of its kind in Europe, and the second largest in the world, after America.

Our members range from small, independent UK investment firms to Europe-wide and global players. Collectively, they manage over £9.4 trillion of assets on behalf of their clients in the UK and around the world. That is 13% of the £75 trillion global assets under management. We act as their voice and represent their interests to policymakers and regulators, and help explain to the wider world what the industry does.

We want our members to achieve the best results for their customers, both in the UK and internationally. To do this, we lead learning, training and development initiatives to ensure compliance with the law and industry best practice – all while attracting a more diverse workforce into the industry. We also consult widely with members on issues affecting the industry, such as market trends, new technology, and data use.

About The Business: Risk, Culture & Resilience Team

The IA's Business: Risk, Culture & Resilience Team are a group of specialists who support member firms both on an individual basis and more strategically, working with the industry, regulators and government to shape and support change in financial services. Seen as a source of subject matter expertise working as part of the team provides an opportunity to gain an overview of the many facets of investment management in the UK.

Overview of the Role

The IA is looking to appoint someone who would like the opportunity to support the IA and its members at a time when Investment Management has been thrust into the spotlight due to its sheer structural importance to the UK economy. To support this increased focus the IA requires a Senior Policy Adviser who can support the IA by providing policy input and secretariat support to IA Committees.



Main Duties

- Develop policy papers and shape regulation that applies to investment firms, ensuring that the new rules support the UK's position as a leading global financial services centre, and that the post-EU regime is competitive, proportionate, fair, predictable and customer-centric. Support members on this work through appropriate IA Forums together with engagement with relevant external stakeholders.
- Manage the relationships with law firms and supporting the work of the Legal Committee.
- Support members as they implement the new prudential regime for investment firms (IFPR), facilitating the work of the Prudential Committee.
- Build, develop and maintain a strong network of relationships with other stakeholders, key government departments, and other financial services and business trade bodies.
- Represent the IA at external meetings including with other stakeholders.
- Keep abreast of research and policy development in the relevant areas and flag these to keep executives and policy colleagues aware of issues that affect the industry.
- Provide corporate secretariat support to the IA Business Forum, Prudential Committee, Legal Committee and their working groups together with other senior committees as required.
- Respond to member enquiries and communicate with the wider membership through circulars, specialist web pages, consultation responses and Board papers.
- Supporting the wider team and the rest of the IA as required and people management of a member of the team.

Education and Experience

- Graduate level or equivalent.
- Computer literacy, particularly good knowledge of Microsoft Office Applications.

Ideal experience

- Proven experience of working at a senior level.
- Understanding of the UK and EU regulatory framework.
- Experience in the financial services industry or related sectors such as legal or regulation.

Personal Attributes

- Excellent communicator: articulate and succinct, excellent command of written and spoken English, capable of acting as an ambassador and advocate with senior stakeholders.
- Proactive, determined, enthusiastic and, 'can do' attitude who takes the initiative and works well under pressure.
- Strong people skills and ability to build relationships with policymakers, politicians and other stakeholders.
- Excellent time management skills, ability to juggle multiple tasks simultaneously and prioritise to deliver on time.
- Outgoing and team spirited: comfortable working alone or in a team, with an ability to get on with people at all levels.
- High level of conceptual, strategic thinking and analysis. Ability to identify, obtain and analyse information from a variety of sources, quickly acquiring sufficient knowledge to give sound policy direction.