

Position Specification

# **Global Risk Institute in Financial Services**

**Director, Events and Education**

March 2021

## POSITION SPECIFICATION

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<b>Position</b>	Director, Events and Education
<b>Company</b>	Global Risk Institute in Financial Services
<b>Location</b>	55 University Avenue, Suite 1801 Toronto, Ontario M5J 2H7
<b>Reporting Relationship</b>	Chief Operating Officer
<b>For more information</b>	<a href="mailto:info@globalriskinstitute.org">info@globalriskinstitute.org</a>

### COMPANY BACKGROUND/CULTURE

The Global Risk Institute (GRI) is a premier organization that defines thought leadership in risk management for the financial industry. GRI brings together leaders from industry, academia, and government to draw actionable insights on risks globally.

The organization was founded in 2010 as a result of efforts by the financial industry, the Bank of Canada and the provincial and federal governments to build capacity to manage and prevent risks within Canada's financial institutions and to build a global profile for the industry. There were 16 founding financial institutions, with the Governments of Canada, Ontario, TD Bank Group and Manulife Financial acting as core sponsors.

Through engagement activities with its member institutions, GRI builds integrated risk management capacity for private and public sector professionals. It also acts as a hub, stimulating evidence-based debate among regulators, practitioners and academics engaged in risk. GRI's objectives are to:

- Build risk management capacity in the financial services industry
- Leverage our convening capability to foster effective conversations among the public and private financial sectors
- Deepen and broaden our collective understanding of financial industry risks through research, education, and events
- Continue to expand our financial industry membership reach and engagement, while building our brand in risk management

GRI has become the leading forum for ideas, engagement and emerging trends in risk management in the financial services sector and is well positioned for the future. Through ongoing growth in its partnerships, membership and programming, GRI continues to build strong connections, provide critical research, education and events for risk leaders globally.

## KEY RESPONSIBILITIES

The Director, Events and Education will manage and execute the various programs that are delivered to the GRI members.

### EDUCATION Mandate:

- Working with the senior management team coordinate the design and delivery of education and networking forums that can contribute to the establishment of communities of best practice around emerging risk management issues, and thereby support the continuous improvement of risk management practices for GRI's members.
- Education Activities
  - Responsible for the delivery of all education programs
  - Ensure that education programs are updated and current
  - Work with Member Services manager to determine the education needs of the member organizations
  - Work with Communications and Marketing team to invite, promote Events and Education to members and prospects.

### EVENTS Mandate:

- Lead the execution of a variety of events aimed at the GRI membership in the form of in-person and digitally delivered events, and roundtables
- Ensure the success of the development and delivery of the Annual Summit.
- Work with the Senior Leadership Team, be ultimately responsible for the strategic development of the events calendar and ensuring GRI has events planned several months in advance
- Work with the Events Manager to ensure member events are properly executed
- Work with the Senior Leadership team to develop and update education offerings at both executive and Board levels.

## YEAR ONE CRITICAL SUCCESS FACTORS

- Execute a comprehensive Education and Events Plans which will align with GRI's focus and objectives and is consistent with the Board approved Strategic Objectives
- Working with the COO, determine a methodology to track and analyze the effectiveness of the events and education programs
- Determine and implement a solution to improve the registration process through to data analysis

## PROFESSIONAL EXPERIENCE/QUALIFICATIONS

The new Director will be a team player with a proven ability to collaborate with eminent researchers and thought leaders from different backgrounds.

- Excellent communication and interpersonal skills, and ability to act as an advocate and spokesperson for GRI and, more broadly, financial service sector risk management in Canada.
- Knowledge of the Financial Sector and Risk management
- Working knowledge of best practices in the delivery of high impact events and educational programs, including effectively leveraging technology.
- A solid track record of leadership experience in a complex organizational environment.
- A demonstrated ability to exercise sound judgment in highly complex situations, to manage competing priorities and to rank strategic priorities.
- Ability to effectively engage, balance the interests of and build effective relationships with a broad range of stakeholders.
- Highly organized, with superior ability to take initiatives from the concept to final execution stage, and thereby drive tangible organizational outcomes.
- Comfort level with digital events platforms and results analysis

## EDUCATION

- Undergraduate degree relating to Business and Finance

## COMPENSATION

A competitive compensation package.