

**POSITION DESCRIPTION
FOR CHAIRPERSON OF THE
COMMITTEE ON REINSURANCE RESEARCH**

1. Incumbency. The chairperson of the Committee on Reinsurance Research is a member of the Society recommended by the Vice President-Research and Development subject to confirmations by the Executive Councils of the CAS and CARE.
2. Tenure. The chairperson of the Committee on Reinsurance Research serves for one year. The service year is normally from annual meeting to annual meeting, unless specified to be otherwise by the Executive Council. An incumbent may be re-appointed annually and serve for up to three years.
3. Accountability. The chairperson of the Committee on Reinsurance Research is accountable and reports to the Vice President-Research and Development for responsibilities to the CAS.
4. Duties. The broad function of the chairperson of the Committee is to manage the activities of members of the Committee for the purpose of achieving the mission of the Committee as published in the CAS Yearbook:

“The Committee on Reinsurance Research addresses actuarial issues related to property/casualty ceded and assumed reinsurance. The Committee's charge includes furthering the development and dissemination of actuarial practice, theory and principles of reinsurance; identifying topics for research and discussion, monitoring professional developments and regulatory activities; establishing liaisons with other organizations working in this area; and sponsoring panels, seminars, and other public forums on reinsurance issues.”

The duties of the chairperson of the Committee on Reinsurance Research fall into two categories: those that are common to all committee chairpersons, and those that are specifically related to the work of this Committee.

Common Duties:

- a. Manage the membership of the Committee in accordance with the guidelines set forth in the Committee Chairpersons' Manual. Recruit new members utilizing the annual Participation Survey and other sources. Submit welcoming and appreciation letters to new and retiring members, respectively.
- b. Present to the Committee at the beginning of the term as chairperson what two – three new research initiatives will be explored during the term. The new research initiatives need not all be managed by the Committee. They may have one “champion” on the Committee who will lead it and then enlist the appropriate volunteers. These initiatives should follow this priority: (1) Funded research; (2), establishment of working parties; and (3), call papers that are focused on a particular problem.
- c. Prepare (annually) and submit to the Vice President- Research and Development the goals of the Committee for the coming year of service. These will be completed in one year and should align with the CAS Strategic Plan's Research Goal.
- d. Prepare (annually) and submit to the CAS Office the Committee's budget requirements for the coming fiscal year of service. These requirements will be reviewed by the Finance Committee and approved by the Executive Council.
- e. Prepare (quarterly) a brief "actual vs. goals" report and submit to the Vice President-Research and Development for incorporation in the Vice President-Research and Development's quarterly cycle report to the Executive Council.
- f. Participate in meetings of the Executive Council from time to time as may be requested by the Vice President-Research and Development.
- g. Review (annually) this position description (including the Committee charge) for continued relevance and propose any changes to the Vice President-Research and Development.

- h. Provide support to other Society committees as requested.
- i. Assign tasks to Committee members or subcommittees so as to achieve the agreed upon goals for the year.
- j. Monitor the work of Committee members to ensure that progress towards goals is being achieved as planned.
- k. Monitor the staffing of the Committee to assure that the resources are equal to the task and report any imbalances with the recommendations to the Vice President-Research and Development.
- l. Attend the annual CAS Leadership Meeting and participate in meetings and teleconferences of the Research Chairs as organized by the VP-Research and Development.
- m. Perform other duties as may be assigned by the Vice President-Research and Development.

Specialized Duties:

- a. Support the work of the CAS Staff in maintaining an online bibliography of papers regarding reinsurance.
 - b. Identify and sponsor areas for research on reinsurance issues.
 - c. Consult with appropriate Society committees or members to stimulate new papers on reinsurance topics. Bi-annual calls for papers can be used to this end.
 - d. Select winner of the Ronald Ferguson Prize for excellence in papers on reinsurance topics.
 - e. Communicate with Casualty Actuaries in Reinsurance and the Joint Program Committee for Reinsurance Seminars to promote panels and seminars on reinsurance issues.
 - f. Review papers for appropriateness of study and make recommendations to the Syllabus Committee.
 - g. Coordinate with the Society of Actuaries, the American Academy of Actuaries, and other organizations to assure that the concepts of reinsurance are consistent with the interest of the Casualty Actuarial Society.
 - h. Generally do all that is necessary to assure that the mission of the Committee on Reinsurance is carried out effectively.
5. Authority. The chairperson of the Committee on Reinsurance Research has the authority to act as required to effectively carry out the mission of the Committee except:
- a. Authorize expenditures on behalf of the Society without approval of the Vice President- Research and Development unless they are included in the approved CAS budget.
 - b. Enter into contract on behalf of the Society without specific authorization from the Vice President- Research and Development.
 - c. Unilaterally launch a Committee activity not clearly within the Committee charge.

The chairperson of the Committee on Reinsurance Research is charged with exercising sound judgement in the conduct of the business of the Committee. Whenever a question arises where authority/responsibility is not clear, the chairperson is expected to consult with the Vice President-Research and Development in advance of exercising any of the available options.

6. Miscellaneous. In the event of the unavailability of the Vice President-Research and Development to answer questions, consult on problems, etc., the chairperson should refer the question, problem, etc. to the attention of the President-Elect, then the President, in order of availability.