

The Insurance Compact Commission has an exciting opportunity for a Regulatory Research Specialist. This position will serve as subject matter expert in the areas of product regulation for individual and group life insurance, annuities, long-term care insurance and disability income insurance, acting as the point of contact for member insurance departments as well as Insurance Compact team members. Additionally, they will provide committee support for Insurance Compact Committees.

We are looking for a team member who would enjoy working for an organization that supports insurance regulators, consumers, and insurance companies by improving the efficiency and uniformity of product filing review and approval in the ever-changing insurance marketplace.

**This is a full-time, remote position.**

#### **Responsibilities include:**

##### **Staff Support**

- Provides committee staff support for Insurance Compact committees, working groups and subgroups as assigned.
- Provides primary staff support to the Rulemaking Committee and Adjunct Services Committee. Provides secondary staff support to the Product Standards Committee and Actuarial Working Group.
- Provides excellent staff support working closely with the Chair and Vice Chair to ensure appropriate governance, preparation of goal-oriented agendas, briefing / talking points, advanced communication and after-call summaries.
- Provides general guidance and support to the Chair, Vice Chair and committee members in the drafting, review and consideration of their respective work products and recommendations.
- Oversees the communication and gathering of information from the Insurance Compact Office, members and regulators, the Legislative Committee, the Consumer Advisory Committee and the Industry Advisory Committee and facilitates comments, questions and concerns in the development of committee work products and recommendations.
- Facilitates conference calls of committees and keeps committee information up-to-date on the Compact's web platforms.

##### **Product Regulation Support**

- Provides expertise to the Insurance Compact Office team and regulators in areas of product regulation for individual and group life insurance, annuities, long-term care insurance and disability income insurance.
- Researches state laws, rules and regulations to support uniform standards development and questions from member insurance departments, company filers and others.
- Gathers information from member insurance departments on product requirements and processes to identify areas for improvement in the Compact product review operations.
- Keeps abreast of NAIC committee activities and their model law development activities with respect to the Compact product lines and model laws and regulations incorporated by reference in the Uniform Standards and inform the Insurance Compact Office and members of recommendations for changes to the Uniform Standards in response to NAIC model law development activities.
- Works closely with member insurance department(s) when a Compact-approved form is the subject of market regulation to provide information and facilitate communication with the company and other Compacting States, as necessary.
- Serves as the point of contact for member insurance departments with questions about mix-and-match, i.e., when a state form is being filed for use with a Compact form, and coordinate with Insurance Compact Office team members to be responsive.

### **Product Operations Support**

- Serves as the point of contact for pre-filing communications and manages the pre-filing communication system and works with the Insurance Compact Office team to ensure timely responses and follow-up.
- Provides back-up support in the product review operations, as assigned, including reviewing product filings in a timely and thorough manner to determine compliance with the applicable Uniform Standards, Rules and Operating Procedures and Filing Requirements.
- Interfaces with SERFF team to provide feedback and assists with upgrades/changes to SERFF as directed.

### **General Support**

- Provides training, prepares materials, and makes presentations, as requested by senior management, to Member insurance departments, industry organizations, current and potential filers, and others on matters pertaining to product filing operations.
- Participates in regular Insurance Compact Team conference calls and in-person meetings/retreats as scheduled.
- Participates in calls and meetings of the Insurance Compact including Commission meetings and committees as needed to stay abreast of the organization's workload and activities.
- Communicates with other members of the Compact team to raise, discuss or address questions, issues, concerns and other items in a collaborative, respectful, and professional manner including through written and oral communications.

**Skills and Abilities:**

- Ability to read, analyze and apply documents such as insurance policies, procedural manuals, instructions, and business correspondence/memoranda.
- Ability to explain complex regulatory concepts in terms understandable to the general public.
- Ability to effectively present information verbally and in writing to Insurance Compact Team, state insurance regulators, and insurance company personnel at all organizational levels.
- Ability to listen to a variety of diverse opinions with a nonjudgmental attitude, remaining sensitive to various persons.
- Proficiency in Microsoft Word, SharePoint, Excel, PowerPoint, and Adobe Acrobat reader.
- Proficiency with *NILs* or other state law databases
- Demonstrates high level of initiative and dependability.
- Is detail-oriented with attention to accuracy.
- Demonstrates strong proofreading and grammar skills.
- Ability to manage complex issues and activities.
- Ability to perform with integrity and high ethical standards.
- Ability to work in a virtual environment with team members in different locations.

**Minimum Education and/or experience required:**

A minimum of five years' experience in the area of insurance regulation and/or compliance for life insurance, annuity, disability income insurance, and long-term care insurance products. Solid working understanding of rate and form filing review.

**Preferred Experience:**

Experience in researching state laws and filing requirements preferred.

Familiarity with Insurance Compact Uniform Standards as they apply to life insurance, annuities, disability income insurance, and long-term care insurance.

One or more of the following certifications: CLU, FLMI.

Proficiency in System for Electronic Rate and Form Filing (SERFF).

**Travel:**

Position may require overnight, out-of-town travel at least four (4) times each year. Available and willing to travel to such locations and with such frequency as needed or desired to meet the requirements of the position.

**Compensation:**

Starting at \$79,509 - \$85,000 to be commensurate with experience and skills.

**Interested in Applying?**

Submit your application at [Here](#)

*The Compact is proud to be an Equal Opportunity Employer*

*Applicants for all positions are considered without regard to age, race, creed, color, religion, sex, sexual orientation, gender identity or expression, national origin or ancestry, marital status, pregnancy, genetic information, military or veteran status, disability, or any other basis protected by applicable law.*