**Job Title: Senior Risk Manager**  **Reports To:** Group Risk Director

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| **ROLE AND CONTEXT** | **NEED TO DO** | **NEED TO KNOW** | **NEED TO BE** |
| **PURPOSE*** Support the Director of Group Risk in the development and maintenance of the Group risk framework to help Openwork make strong risk-based decisions
* Provide guidance and counsel to the Senior Management Team and Executive in the execution of their responsibilities and enhance the risk culture
* Provide independent oversight, assurance and challenge of risk management practices and control performance in the 1st line

**KEY ACCOUNTABILITIES** * Producing risk assessments and reports for the Senior Management Team, Executive and Board Committees
* Support the Group Risk Director in ensuring that the risk and control frameworks of the Group and its businesses are operating effectively
* Build and maintain effective, collaborative relationships with stakeholders
* Drive ownership and understanding of the benefits of risk management across the business
* Innovate and develop new risk approaches, utilising industry and subject knowledge and contacts
* Lead the production of risk assessments and opinions for key business decisions, change initiatives and strategic initiatives
* Maintain the Group risk database, acting as lead administrator for user access and queries, and development of new functionality
* Work with the business on maintaining risk and incident logs and escalating emerging issues as appropriate
* Building and developing models to analyse and quantify the key risks facing the business
* Assisting in managing the relationship with the outsourced internal audit function
 | **KEY PERFORMANCE INDICATORS*** Deliverables produced on time and to expected quality
* Positive feedback from Senior Management, Executive and Board on the quality of risk reporting
* Flexible and innovative approach towards changing business needs
* Makes appropriate judgements on conflicting priorities when unplanned work/issues arise

**RELATIONSHIPS****Internal*** Develop a network of contacts to ensure that business needs are understood and to aid effective delivery of systems and controls
* Project team membership where appropriate
* Finance colleagues to for plan and strategy review activities
* Functional Heads and SMT members
* Business SMEs
* Internal Auditors
* R&C functional colleagues

**External*** Relevant industry bodies and professional networks
* External Auditors
* Regulators

**DECISION MAKING*** Decisions on the completeness and appropriate of risk identification and management in key changes, business initiatives and Senior Management risk review meetings
* Assisting business areas in developing appropriate actions in response to risks that are outside appetite
* Choosing future developments to the risk database.
* Recommending developments to the Group risk framework to support continuous improvement
 | **QUALIFICATIONS / EXPERIENCE*** Extensive experience working in risk or compliance in either a first line or second line capacity
* Experience of working in a range of risk types (mixture of enterprise risk, operational risk categories or across financial, operational and compliance)
* Experience in the intermediated financial services industry is desirable but not essential; or
* Experience of wider financial services industry with a large insurer or bank desirable
* Studying towards or have completed a professional risk or finance qualification (e.g. CFA, IRM) would be advantageous
* Preferable experience producing stress testing or in scenario analysis techniques

**KNOWLEDGE*** A strong understanding of risk management concepts and practical application
* Knowledge of the financial services industry or similar service industry propositions
* Awareness of a good range of products within the retail financial services sector
* Understanding of the purpose and approach to the ICAAP process
* Understanding of FCA regulatory policy and priorities

**SKILLS AND COMPETENCIES*** Excellent problem-solving skills and logical thinker
* Well-developed communication skills to negotiate and influence internally with colleagues at all levels
* A confident risk professional who is comfortable with working at all organisational levels and can command the respect of colleagues to demonstrate the benefits of risk management
* Understanding the issues involved in running a business and the trade-off between risk and reward
* Able to provide clear, pragmatic advice to other colleagues at all levels of the business
* Effective business writing – keeping the complex simple
* A confident user of databases and extracting and presenting data
* Ability to effectively assess priorities and deadlines
* High self-confidence and motivation
* Interpretive thinker to create/develop innovative solutions
* Attention to detail and strong analytical skills including the ability to draw accurate conclusions from limited / incomplete data sets
* The ability to visualise and articulate complex concepts to varied groups of stakeholders in a concise and structured manner
 | **OUR BEHAVIOURS****IT’S PERSONAL**: We treat everyone with empathy and as an individual.**IN PARTNERSHIP**: We always remember we are in this together.**WE DO IT RIGHT**: We’re here to build trust and deliver peace of mind.**WE BELIEVE:** Everyone can make a difference.**INTEGRITY**Working at all times lawfully and in accordance with pre-defined regulatory, compliance and financial requirements e.g. Data Protection, Financial Crime, Code of Conduct, Health and Safety and Financial Conduct Authority Standards.Working at all times in accordance with procedures, group / company policy and processes. |