

MEDSHIELD MEDICAL SCHEME INVITES A QUALIFIED PERSON TO SERVE AS AN INDEPENDENT ACTUARY ON ITS MARKETING, PRICING AND PRODUCT REVIEW COMMITTEE

INTRODUCTION

Medshield Medical Scheme (**'Medshield'**) invites applications from interested, experienced qualifying candidates to serve as an Independent Actuary on Medshield's Marketing, Pricing and Product Review Committee (**'MARCOM'**). The Medshield Board of Trustees (**'Board'**) will by means of this process fill the vacancy that will be for a three-year term ending during the last quarter of 2023, however renewable each year at the discretion of the Board.

BACKGROUND ABOUT MEDSHIELD MEDICAL SCHEME

Medshield has been in operation since 1968, making Medshield one of the most experienced, most knowledgeable and most reliable medical schemes in South Africa. Medshield's extensive experience in the healthcare sector guides its understanding of members' needs. Today, Medshield is one of the top ten open schemes in the country by membership. Medshield's rich benefit cover combined with best quality systems and services have resulted in it maintaining exceptional size and financial strength.

KEY PERFORMANCE OUTCOMES

- Be committed to the mission of Medshield
- Be willing and able to devote the necessary time and effort to the role
- Ensure to uphold confidentiality
- Develop and share the strategic vision
- To ensure that Medshield pursues its objectives as defined in its Scheme Rules.
- To ensure that Medshield uses its resources exclusively in pursuance of its objectives.
- Assist the Board and MARCOM to fulfil their responsibilities.
- Furthermore, the responsibilities are in accordance with but not limited to the MARCOM Terms of Reference.

QUALIFYING REQUIREMENTS

The individuals that will be considered for appointment shall possess:

Qualifications:

- BSC Actuarial Science
- Possess relevant and adequate healthcare industry experience, a current practicing health certificate and be a member of the Actuarial Society of South Africa.
- Preference will be given to Independent Actuaries who are not employed by the service providers used by Medshield.

Experience:

- At least 10 years actuarial experience in the healthcare industry.
- At least 3 years' experience in serving on a committee in the healthcare industry will be an added advantage.

Candidates should possess the following qualities:

- Independence
- Integrity
- Willingness to dedicate time and energy
- Good communication skills
- Sound analytical skills
- Decision-making
- Strong leadership skills with ability to interact and influence at all levels
- Commercially astute and good business acumen
- Ability to think strategically
- Excellent networking and negotiation skills
- Excellent communication skills (verbal and written)
- Good interpersonal and presentation skills
- A good understanding of the medical scheme industry

Hours:

Quarterly meetings per year, including during the Benefit Review and Pricing Period (usually from June – September of each year), in the mornings, plus approximately one additional daytime Board Strategy meeting each year. Additional hours for reading documentation, email discussion, and to allow for involvement on MARCOM.

RESPONSIBILITIES

The responsibilities and duties of the successful candidate as an Independent Actuary on MARCOM shall be:

- To be part of MARCOM which meets quarterly, including during the Benefit Review and Pricing Period (usually from June – September of each year), or more frequently if circumstances dictate
- Carry out the Board of Trustees mandate as part of MARCOM in accordance with the approved Terms of Reference

CURRICULUM VITAE AND COVERING LETTER REQUIREMENTS

- Please submit a comprehensive Curriculum Vitae (CV) and a covering letter which must clearly outline why you qualify to be a candidate in terms of the stated qualifying requirements. Both the CV and the covering letter are compulsory in order to be considered for the position.
- The covering letter should clearly state the Reference of the vacancy as stated in this advert thus indicating which vacancy you are applying for.
- Experience in the areas stipulated above will count in the candidate's favour.

VETTING BEFORE APPOINTMENT AND EFFECT OF BEING APPOINTED AS A SUCCESSFUL CANDIDATE

The vetting of candidates shall be based on, but not limited to the provisions of the Scheme Rules which state in part:

- Rule 18.1: The affairs of the Scheme shall be managed according to the Rules by persons who are fit and proper to be Trustees. This relates to the persons' integrity, competence and someone that is honest and reliable to perform the duties of a Trustee as per Rule 19.
- Rules 18.6: That they are not disqualified based on the following:
 - a person under the age of twenty-one (21) years;
 - an employee, director, officer, consultant, or contractor of the administrator of the Scheme or of the holding company, subsidiary, joint venture or associates of the administrator;
 - a broker;
 - the Principal Officer of the Scheme;
 - the authorised auditor of the Scheme;
 - any person who has been divested, either in the past or current, of his/her powers as a Trustee or equivalent position and/or removed from office of trust by Court, or removed from a professional body for unprofessional or unethical conduct;
 - any person who has a material relationship with any person contracted by the Scheme or in the process of tendering to the Scheme to provide any administrative, broker, managed health care or other services, whether alone or with or through a holding company, subsidiary, joint venture or associate; and
 - any person that is already serving as a Trustee of any other registered medical scheme.
- That they are ASSA members in good standing.
- Any previous material court of law and/or labour court findings against candidates invited for interviews must be declared during the vetting process. Non-disclosure shall result in disqualification.
- That there are no transgressions, which relate to their background checks.
- Upon receipt of all CV's and covering letters, all CV's and covering letters will be evaluated in terms of the current Board approved process. The Board's decision on who is the successful candidate is final as provided for by the Scheme Rules.
- No correspondence will be entered into with candidates who are not shortlisted.

RESPONSES

- Please submit your CV and Covering Letter to: recruitment@medshield.co.za
- Reference: **MARCOM INDEPENDENT ACTUARY/2021**
- Submission deadline is: **17 DECEMBER 2020 AT 17H00**. Applications submitted after the deadline will not be considered.
- Remuneration: Remuneration of the Independent Experts is strictly according to the approved Trustee Remuneration Policy.
- Only short listed candidates will be contacted for an interview.
- Should you not hear from Medshield by **26 FEBRUARY 2021**, please consider your application unsuccessful.