

Appendix 2

Member Role Specification

Pension Board – Scheme Member Representative/Employer

Representative/Independent Representative

Role Map

The position on the Pension Board requires representatives to review the decisions and actions of the Scheme Manager in relation to the governance, operation and management of the Merseyside Pension Fund, in order to ensure compliance with all relevant legislation and any requirements of the Pension Regulator.

Main Duties and Responsibilities

As a Member you will be expected:

- To commit to undertake the role for a period of 4 years
- To attend and participate constructively in meetings of the Committee
- To undertake training and development appropriate to your role including:
 - Attendance at external training (minimum of 4 days p.a.)
 - Participation in a continuous assessment of knowledge and skills through an established framework
- To approach matters before the Pension Board with an open and independent mind avoiding any pre-determination or bias
- To operate within the Pension Board's Terms of Reference and Code of Conduct

PERSON SPECIFICATION

FACTORS	ESSENTIAL	DESIRABLE	MEASURED BY
<p>Qualification</p> <p>KNOWLEDGE/SKILLS, ABILITIES AND/OR EXPERIENCE</p> <p><i>Knowledge</i></p> <ul style="list-style-type: none"> • Knowledge / understanding of the pension Industry • Experience of / interest in pensions or finance <p><i>Leadership</i></p> <ul style="list-style-type: none"> • Ability to represent the views of the LGPS members/employers to the Pension Board where relevant <p><i>Organisational skills</i></p> <ul style="list-style-type: none"> • The ability and confidence to deal with all matters before the Pension Board in an independent and even handed way free from bias and without regard for the political consequences <p><i>Team working and relationship building</i></p> <ul style="list-style-type: none"> • The ability to establish effective working relationships with other members of the Pension Board and supporting officers <p><i>Communications</i></p> <ul style="list-style-type: none"> • Excellent listening and questioning skills • Good communication skills with 	<p></p> <p></p> <p></p> <p>✓</p> <p>✓</p> <p></p> <p>✓</p> <p></p> <p>✓</p> <p></p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p>	<p></p> <p></p> <p></p> <p>A/I</p> <p>A/I</p> <p></p> <p>I</p> <p></p> <p>I</p> <p></p> <p>I</p> <p></p> <p>I</p> <p>I</p> <p>I</p>

<p>the confidence to speak and write effectively and clearly</p> <ul style="list-style-type: none"> • Computer literate <p>Other Requirements</p> <ul style="list-style-type: none"> • A personal commitment to high standards of probity, propriety and governance • Willingness to train <p>I = Interview *except for Independent Representative</p>		<p>✓</p>	<p>I</p> <p>I</p> <p>I</p>
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