



Colorado School Districts Self Insurance Pool

INVITES YOUR INTEREST IN THE POSITION OF

Executive Director



CSDSIP – AN EXCEPTIONAL OPPORTUNITY



ABOUT CSDSIP

The Colorado School Districts Self Insurance Pool (CSDSIP) is Member-owned, and customer service is the heart of who we are. That is why 80% of Colorado school districts trust us with their property and liability insurance needs. We work hard to keep that trust, providing advice and training to support the great work of Colorado educators. The Executive Director is an active member of our Claims Team, who works collaboratively to resolve complex issues and support CSDSIP's continued financial and operational success.

Our Core Purpose

- We exist to meet the risk management needs of our Members.
- We utilize risk transfer products and risk mitigation tools to bring stability to our Members who operate in an unstable environment.
- We supplement the risk management and safety efforts of our Members. We are an extension of their teams.

Relevant History

- CSDSIP formed in 1981 due to ineffective market for public schools
- Formed under the umbrella of the Colorado Association of School Boards (CASB) to provide schools with a financially sound alternative to the traditional markets
- Separated from CASB in 1988-89, but maintain a working relationship
- Self-administered in 1997 bringing underwriting, claims, risk control and finance in-house.
- Grown from the original six Members in 1981 to a high of 186 Members in 2017 and current Membership of 163
- '23 – 24 annual written premium of \$50.5M and estimated Member equity of \$32.4M

ABOUT THE POSITION

CSDSIP is seeking a dynamic leader to serve in the role of Executive Director. This position is an integral member of the Executive Management Team and works in close collaboration with the Board of Directors, Assistant Executive Director and Department Managers collaboratively driving organizational goals and objectives to assure CSDSIP's financial and operational success. This position reports directly to CSDSIP's Board of Directors providing quarterly operational results and updates.

THE IDEAL CANDIDATE

The position demands extensive knowledge of risk financing, risk assessment and risk management; the ideal candidate will understand and know how to use these principles to develop a shared vision for both our Membership and our team. The candidate must be a clear communicator able to convey complex information in an easily understood manner, have strong public speaking skills with the ability to present information to the Board of Directors, Executive Management Team, Staff and Membership; and communicate effectively in writing. Because CSDSIP is committed to meeting our Members where they are, this position will involve occasional travel.

Major Responsibilities

- Formulate and administer strategic plans, forecasts and budgets
- Develop and implement administrative policies and procedures
- Ensure policy compliance and report on organizational progress
- Evaluate, procure and maintain adequate Excess of Loss / Reinsurance products
- Oversee development and implementation of Member coverage and risk management programs

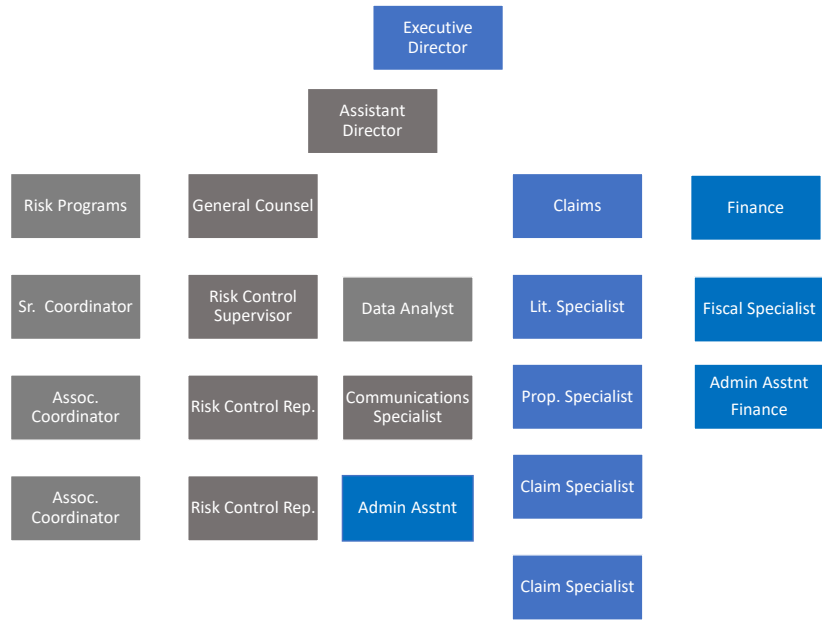
Requirements

- Bachelor's Degree in Business, Finance, Risk Management
- 7 Years of progressively responsible commercial insurance, risk management or related industry experience including 5 years of management experience
- Applied knowledge of budgeting, financial analysis, and public administration principles.
- Excellent written and verbal communication skills are essential
- Functional knowledge of public relations, organizational and strategic development principles
- Strong negotiation and consultation skills
- Producers or Brokers License within 9 months of hire date





CSDSIP ORGANIZATIONAL CHART



Skills

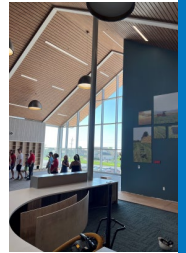
- Directing, managing, developing and evaluating staff;
- Providing administrative leadership of risk management and insurance products, programs and services;
- Developing strategic plans, goals and objectives;
- Developing, administering and implementing policies and procedures;
- Preparing and administering organizational budget;
- Monitoring and reporting budget performance;
- Ensuring policy and contractual compliance;
- Allocating resources to achieve organizational goals;
- Monitoring and analyzing relevant legislative changes;
- Understanding issues and organizational impact;
- Adapting and redirecting organizational efforts;
- Providing advice, consultation and reporting to executive board;
- Maintaining effective client relations;
- Negotiating terms and conditions;
- Overseeing and ensuring organization and service provider compliance;
- Interpreting and applying applicable laws, codes, regulations and standards;
- Utilizing a computer and relevant software applications;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc.
- Sufficient to exchange or convey information and to receive work direction.

Essential Skills

1. Modeling and forecasting.

Ability to interpret multiple inputs such as actuarial studies, market analysis, budget/operational results, and build sound models and forecasts upon which the Board may take action. Attributes such as market, budget and results are dynamic and mostly being estimated simultaneous to the formulation of the model or broader forecast. Ability to interpret historical inputs and outcomes to inform future action. Anticipating outcomes and taking action prior to known results. Areas of focus:

- Rate Cycle
- Budget Cycle
- Capital Adequacy
- Scope of product(s)



2. Insurance / Reinsurance Knowledge.

Strong understanding of insurance / reinsurance products, interplay of the two market segments and how they may be applied to protect Pool and Member Risk. Understand and apply the principles of concurrency. Know the key components (exposure, limit, loss, expense & trend) that drive product price and influence rate, deductible and limits. Key components:

- Pool Coverage
- Excess / Reinsurance
- Actuarial Analysis
- Market Analysis

3. Financial Analysis.

Ability to understand, interpret and apply financial reports to key business cycles such as operating budget, rate and capital management. Key reports:

- Annual Audit / Interim Financials
- Loss and Expense Ratios
- Actuarial Loss Study and Forecast
- Investment Reports

4. Relationship Management / Communication.

Ability to identify key stakeholders and build / maintain relationships beneficial to the organization. Utilize internal resources to expand and maintain Member relationships. Stakeholders:

- Board
- Members
- Staff
- Vendor Partners
- Auditors and regulators





COMPENSATION AND BENEFITS

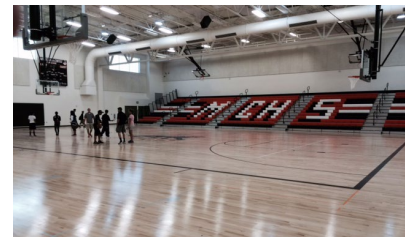
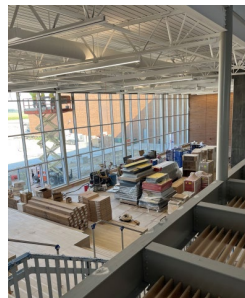
CSDSIP offers a competitive compensation and benefits package for employees, including a generous 401(k) match; participation in the Colorado Public Employees Retirement Association; 100% paid medical, dental, and vision insurance; and negotiable expenses. We offer a flexible schedule. Office attire is usually casual, and our atmosphere is more relaxed than the typical corporation.

Our culture sets us apart. You will work with a dynamic leadership team and direct influence in the determination and achievement of organizational strategies and direction. You will lead the inner workings of a mature risk sharing pool and work within the pooling industry with many opportunities to learn and grow professionally.

Salary range: \$200,000 - \$250,000.

TO APPLY

Interested candidates must submit by email a cover letter, resume, and at least five job related references (with email and phone numbers), no later than close of business on **April 12, 2024** to Lisa Ward, Senior Associate lisaward912@gmail.com. Please contact Mercer Group Associates: David Deutsch at 301-343-6033, Jeff Hale at 706-371-6126 or Lisa Ward at 706-983-9326 with any questions.



MERCER GROUP ASSOCIATES



CSDSIP is an equal opportunity employer and does not discriminate based on race, age, creed, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, gender identity or expression.