

IUMI Policy Officer Job Description

- **Job Title:** IUMI Policy Officer;
- **Location:** Preferably Hamburg with flexibility for a mix of home office and in-office work;
- **Job Type:** Flexible, ideally full-time;
- **Background:**

IUMI is the [International Union of Marine Insurance](#) based in Hamburg with 43 national (marine) insurance associations as its members. It is a leading global organization providing a platform for exchange of ideas and information on all aspects of marine insurance, www.iumi.com. As [IUMI Policy Officer](#), you will play a key role in supporting IUMI's mission to develop IUMI policy positions together with our membership and to lobby those positions with other stakeholders.

You will become a member of IUMI's Policy Forum and work together with the Chair of the IUMI Policy Forum, the IUMI Secretary General, the IUMI Policy Director and the IUMI membership via the Executive Committee and the Technical Committees and Forums / WGs.

Your external environment will include, among others,

- various stakeholders in the maritime / logistics / insurance industry such as shipowner associations, P&I insurance and classification society representatives or other international non-marine insurance associations,
- the International Maritime Organization (IMO) in London,
- the European Commission in Brussels.

During a recent strategy process "IUMI 2030", the IUMI Executive Committee emphasized the importance of lobbying and advocacy for IUMI and decided to enhance IUMI's work in this space. The additional position of an "IUMI Policy Officer" shall help fulfilling this ambition.

General Overview

The role of the Policy Officer comprises the following key responsibilities:

- Support of IUMI's advocacy and lobbying efforts with regard to legal, technical and environmental issues relevant for IUMI's membership.
- Support of IUMI's communication efforts related to the above advocacy issues.

- Support relevant IUMI Technical Committees and / or Forums in their work (such as the Cargo, Ocean Hull, Legal & Liability, and Loss Prevention Committees).

In addition, the Policy Officer assists with the smooth running of the Secretariat and provides support on a wide range of tasks arising on an ad hoc basis.

To support IUMI's lobbying objectives, the Policy Officer's tasks comprise the following:

- Liaise with relevant maritime stakeholders from a wide range of different backgrounds such as business organisations, government officials, NGOs. A specific focal area will be engagement in the IMO's MEPC, SSE, PPR and / or LEG Committees.
- Analyse and develop policies and positions in relation to legal issues and/or environmental and technical issues.
- Extract and share relevant information with members of IUMI's Technical Committees (TC).
- Coordinate initiatives aimed to influence relevant policies in specific maritime institutions in relation to the policy areas noted above (legal/environmental/technical).
- Support the chairs of their designated Committees with the preparation of position papers and other external communications. Prepare the meetings in cooperation with the Chairs and draft meeting minutes.
- Represent IUMI at meetings with relevant institutions and organisations.
- Draft articles for the quarterly newsletter IUMI Eye.
- Liaise with IUMI member associations and Technical Committee members to ensure they are informed about relevant developments.
- Actively communicate IUMI's advocacy efforts and initiative via social media and other appropriate public forums.

Qualifications:

- The candidate should have a legal and / or (marine) engineering and / or seafaring background. Additionally, or alternatively, a background in insurance and/or "international relations" would fit as well;
- Experience in a trade association or maritime administration is helpful but not a firm requirement. Equally, experience in a (re)insurance company or MGA would be useful;
- Ideally, the candidate is in an earlier stage of his / her career, but already advanced. Five to ten years work experience would be ideal;
- A sound knowledge of the Microsoft Office package (PowerPoint, Word, Teams etc.);

- Excellent communication skills, with the ability to explain policy issues and their implications to larger audiences;
- Presentation skills;
- Strong project management skills, with the ability to prioritize tasks, meet deadlines, and manage stakeholders effectively;
- Fluency in English both oral and written;
- Familiarity with the insurance industry and/or maritime sector.

If you are a highly motivated person with a strong interest in maritime and insurance policy work, we encourage you to apply for this exciting opportunity. Please contact IUMI Secretary General Lars Lange, lars.lange@iumi.com. We ensure confidentiality.

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Lars Lange, IUMI Secretary General,
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