

**The Association of Bermuda Insurers and Reinsurers (ABIR)** represents the public policy interests of international insurers and reinsurers that protect consumers around the world. ABIR is passionate about creating opportunities to educate and provide career opportunities for students.

The Association invites applications for the position of:

### **Policy & Regulatory Affairs – Summer Intern**

Reporting to the ABIR Director of Policy & Regulation, Corporate Secretary, and Data Privacy Officer, ABIR are looking for the right individual to conduct research and analysis on regulatory and public policy issues and to assist in mobilizing the 2024 group of summer interns working for ABIR member companies on events to support career development in the (re)insurance industry.

#### **Essential Duties and Responsibilities**

- Assist in organizing professional development events for ABIR member company interns.
- Participate in and assist in arranging meetings with various individuals and associations, governmental officials/committees and other bodies in Bermuda
- Provide general support for marketing and communication activities using platforms such as X, LinkedIn, Instagram and ABIR's website
- Assist in the research and preparation of written correspondence to ABIR members on policy issues on regulatory and supervisory standards. Key topic areas include developments in insurance regulation in Bermuda, the US, the EU, the UK and the International Association of Insurance Supervisors (IAIS)
- Provide administrative support to ABIR committees and working groups, including preparation of agendas
- Assist in conducting other public policy and legal research as necessary for achievement of ABIR goals.
- Participate in ABIR daily tasks, including supporting member relations functions.
- Special projects, as assigned.

#### **Qualifications, Education and/or Experience**

- Currently attending college or university with a minimum GPA of 3.0
- Bermudian and/or PRC Holder
- Interest in pursuing a career in the (re)insurance industry
- Strong research and analytical ability
- Excellent verbal and written communication skills
- A high level of intellectual capability and curiosity

Applications with a resume, references and evidence of qualifications may be submitted by e-mail to the Association of Bermuda Insurers and Reinsurers at: [abiradmin@abir.bm](mailto:abiradmin@abir.bm)

*This advert is not intended to solicit applications which will require a Bermuda work permit application.*

**Closing Date:** February 29<sup>th</sup>, 2024

