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To: AAE Professionalism Committee
From: Chair of the Task Force on Engagement of Volunteers
Subject: Update on Activities
Date: 20th September 2023

The Task Force's primary aim is to make proposals as to ways in which we can increase volunteer engagement. To that end I have set out our current thinking on possible actions in Appendix 1 to this note. Please note that there are also some supporting papers to these proposals (included with this pack) as referenced in Appendix 1. As part of our discussions, the TF considered some other ideas which we concluded were not viable - details of which are set out in Appendix 2. We would like to get feedback from the Committee on these draft proposals – including any feedback on those ideas that we have discounted in case others consider that there is merit in exploring those further.

At this point we are conscious that the majority of the proposals focus on better communication of the benefits of volunteering and the available volunteer roles and we have only made limited suggestions on initiatives to reward volunteers/associations. We would be very happy to consider any ideas that committee members might have in that regard.

END

APPENDIX 1 – DRAFT PROPOSALS

Ref	Specific Action	Aim/Purpose	Detail
1	Guidelines to be issued to Committees	<ul style="list-style-type: none"> - Ensure resources/time is not wasted on initiatives that do not have sufficient support - Ensure Committees are aware of the processes around engaging with volunteers 	<p>These guidelines would address such things as:</p> <ul style="list-style-type: none"> - Need to have a minimum number of volunteers from the Committee before can issue a general call for volunteers for a WG/TF - Need to complete the template for "Call for Volunteers" to include on website etc.
2	Call for Volunteers ("CFV") to be included on AAE website and LinkedIn	Increase visibility of roles whilst respecting autonomy of associations	See 6.1.2. Call For Volunteers_Template
3	AAE Website to include page on "Benefits of Volunteering" which any CFV communications would link to	Promote the benefits of volunteering	See 6.1.3. Benefits of Volunteering
4	"Benefits of Volunteering" website page to include a 1 min (positive!) testimonial from a young, mid-career and retired volunteer	Promote the benefits of volunteering	

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5	Introduce volunteer recognition award	Formally reward contribution to the AAE to encourage participation	The Task Force had mixed views on this - and felt it might be counterproductive in some ways (e.g. if someone who contributes significantly is overlooked) so the TF would welcome views on this
6	Promotion of "Buddy Up" approach to volunteering	Make it easier for new members to volunteer	It is envisaged that this would involve older experienced actuaries from an association volunteering with a recently qualified actuary from that association which would help share the workload, introduce new members and provides coverage for all meetings to ensure the work progresses at a steady pace
7	Associations to consider including an update on AAE activities at annual conventions and/or other similar events	Increase visibility of AAE activities more generally	A slide deck could be prepared which can be shared among associations e.g. Irish association will present on AAE Activities in its October convention so we can share any slides/learnings thereafter
8	Introduce "Meet and Greet" sessions for new volunteers at AAE meetings	Make the induction process easier	
9	As a matter of course get feedback from TF/WG Chair and members in relation to what went well/badly and consider "Committee Effectiveness" surveys	Try to rectify any issues to ensure a good experience for future volunteers whilst achieving the AAE's aim	
10	Request to associations to monitor their volunteers' involvement and to provide feedback on their experience	Encourage more active participation	

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11	Communication to be issued to associations	Make clear the AAE's expectations of associations to support the various actions to promote engagement	<p>This communication would address such things as:</p> <ul style="list-style-type: none"> • Expectations around associations providing volunteers to support the work in line with their membership (i.e. larger associations would be expected to provide more volunteers) • Need to promote flexible volunteering arrangements such as the "Buddy Up" system in action 6 • Need to consider providing updates on AAE activities such as action 7 • Request to monitor their volunteers involvement and to provide feedback on their experience • Details of any of the other initiatives we wish to bring to their attention to encourage participation

APPENDIX 2 – DISCOUNTED IDEAS

Discounted Ideas	Why Discounted?
Introduce a Mentoring scheme and/or Young Actuaries Group	<p>The TF considered that in order for a mentoring scheme to work successfully it requires a significant amount of resources to oversee and promote it and so there would need to be other reasons to implement it beyond encouraging member engagement.</p> <p>Similar points were raised in relation to a Young Actuaries Group and so it was thought that proposal 8 was an easier way to achieve similar results</p>
Have a general bank of volunteers	<p>The idea was that this would encourage participation from those who cannot commit to anything long term but might wish to become involved in adhoc pieces of work. Some associations have tried this without much success. Requires continuous monitoring to see who continues to be available.</p>
AAE to provide an incentive to FMAs to provide volunteers	<p>Overall the Task Force considered that this would have limited impact and could be achieved in other ways such as the proposal to issue guideline to associations outlining the expectation for associations to contribute volunteers in line with their membership size and for associations to actively monitor participation</p>