



The Insurance  
Institute of London  
Chartered Insurance Institute

## **THE DEPUTY PRESIDENT**

### **TERMS OF REFERENCE**

#### **1. RESPONSIBILITIES**

The Deputy President's term of office is primarily preparation to assume the Presidential role. They will work with the President and the Officers to ensure that the Institute evolves smoothly and seek to develop a theme for their forthcoming term in office that builds upon what has been achieved in the past.

The role of the Deputy President of the Insurance Institute of London is to support the President during their year in office during which they will seek to raise the professional knowledge of those working in insurance in London, to assist members in their career development and to both support and reinforce the role and work of the CII.

The Deputy President is elected for 12 months at a joint meeting of the Insurance Institute of London's Council and Vice Presidents and takes office at the close of the Annual General Meeting. While it is customary that they shall subsequently succeed the President, this is not mandatory.

#### **2. SPECIFIC FUNCTIONS**

The government and control of the London Institute and its property, affairs and business shall be vested in the London Council. The London Council may, however, delegate to the Officers of the Insurance Institute of London responsibility for the management of the Institute (London Institute Constitution 16a).

The Deputy President, therefore, has the responsibility of supporting the President in their purpose through Institute's Executive Committee (EXCO).

The Deputy President will Chair the Institute's Finance Committee, where they will be supported directly by the Honorary Treasurer and the Lecture Programme Committee, where they will be supported directly by the Institute Secretary.