

Job Description – Risk Manager

Status:	Full time, Permanent
Location:	Leatherhead, Surrey
Reporting to:	Head of Strategy, Risk, Policy & Research
Department:	Strategy, Risk, Policy & Research

About Police Federation of England & Wales

When you join the Police Federation of England and Wales, you will be part of a non-for-profit organisation that serves more than 139,000 rank and file police officers in the political and personal arena. You will work with experts in policing, motivated colleagues, and front-line officers to position the organisation as the undisputed voice of policing.

If you enjoy working in a challenging and complex environment, connecting with a diverse range of people, Police Federation of England & Wales is a great place to work.

Primary Function

The Risk Manager is responsible for Risk Management across PFEW HQ, Branches, National Board and the wider Membership. This person will guide, support and challenge the identification and management of risks across the organisation. It also acts as the centre of excellence for risk management within PFEW. The purpose of the role is to ensure compliance with the Risk Management Framework and provide an organisational view of risk management for Senior Management.

Key Responsibilities

- Designing and implementing a robust risk management framework applicable to PFEW
- Working with a range of stakeholders to produce organisational policy and procedural documents and process maps to improve overall compliance within PFEW
- Developing appropriate mitigating controls within key policies and processes to improve compliance and minimise risk
- Promoting operational risk management best practices and enhancing the risk and control culture within PFEW
- Be an active member of the Audit Risk Committee 'ARC'

- Challenging the status quo and providing recommendations to Senior Management on the current control framework
- Possessing good knowledge of Risk Control Self-Assessment (RCSA) guidelines and serving as a subject matter expert for the risk management framework
- Ensuring process activity is efficient, effective, and aligned with the risk appetite and risk tolerance of PFEW
- Monitoring risk trends to recognise any changes in risk exposures as they begin, reporting as necessary
- Contributing to PFEW governance meetings relating to operational risk
- Handling sensitive and confidential information in accordance with PFEW guidelines
- Oversee Compliance Audits and Risk recommendations
- Providing leadership and team management responsibilities for the Risk and Audit team

Key Skills & Experience

- Experienced enterprise or operational risk management professional and possesses a relevant risk management qualification
- Solid understanding of risk frameworks and methodologies and experience of their development and management. Specifically, '3 Lines of Defence' model and segregation of duties for each
- Effective risk communicator who can engage and influence at senior management levels
- Sound understanding of regulatory requirements and expectations and their effective embedding in risk and/or business activities
- Previous team management experience
- Experience of working within a regulated environment, local government or for a non-for-profit or staff association will be advantageous
- Experience of using Risk related reporting tools and uses data to make strategic and operational decisions
- Strong analytical, verbal and written communication skills
- Demonstrates a high standard and understanding of ethics, conduct and behaviour, and is able to work autonomously and within a team

What PFEW will offer you

We offer multiple benefits to our HQ employees including: flexible working, hybrid working, competitive salary, private healthcare, enhanced pension contribution, enhanced leave, employee assistance program, onsite free lunches and refreshments, free onsite gym, free onsite parking, 26 days holiday (increasing with length of service), mental health clinics, support for continuous professional development, employee discounts and more...
