



**Insurance Commission
of Western Australia**

Title	Reinsurance Manager	Classification	Level 8
Number	945996	Group	Insurance Operations
Reports to	Insurance Advisory & Underwriting Manager	Division	Government Insurance
Supervises	4	Section	Insurance Advisory & Underwriting

Commission Overview

The Insurance Commission of Western Australia (Insurance Commission) is a Government Trading Enterprise that provides motor injury insurance to Western Australian motorists and manages the self-insurance arrangements of the Western Australian Government through its Government Insurance division. The Insurance Commission also invests and manages funds to meet insurance liabilities, and advises Government on insurance.

Our Values

We are committed to a high performance culture which values accountability, professional integrity and respect.

Divisional Overview

The Government Insurance Division administers the RiskCover Fund, the Government of Western Australia's self-insurance scheme, and through this scheme provides high quality and efficient self-insurance for Government departments and authorities (clients). The Division also manages Compensation Industrial Diseases Fund, the Insurance Commission General Fund, and the Government Insurance Fund. The Division also administers claims lodged against the WorkCover Default Fund and the Post Separation Medical Benefit Scheme for former Police Officers. The Division also provides advice to Government on insurance and risk management matters and arranges the Reinsurance Programs for both the RiskCover Fund and Motor Injury Insurance Funds.

Position Overview

The Reinsurance Manager is responsible for the strategic leadership of the Insurance Commission reinsurance strategy, programs, and relationships.

Position Responsibilities

- Develops, updates, and aligns the Insurance Commission's Reinsurance Management Strategy with corporate objectives, risk appetite, financial sustainability goals, and evolving market conditions.
- Leads the reinsurance team in the strategic design, negotiation, and placement of the Insurance Commission's reinsurance programs, ensuring optimal risk transfer, alignment with corporate objectives, and compliance with contemporary governance and regulatory standards.
- Supports the Insurance Advisory and Underwriting Section Manager and General Manager Government Insurance in delivering strategic and operational objectives, including contributing to the development and implementation of the Government Insurance Division Business Plan and Budget.
- Supports and works collaboratively with the underwriting and client relationship management teams to achieve common objectives including presenting to clients and client related forums on insurance and insurance related topics.
- Prepares and delivers reinsurance presentations, board papers, and regulatory reports to support strategic decision-making, transparency, and compliance.
- Collaborates with advising reinsurance Broker and, actuarial and risk teams to analyse exposure data and model reinsurance scenarios, ensuring data-driven decision-making and optimal program design aligned with industry best practices.
- Leads negotiation of reinsurance contract terms to ensure enforceability and clarity in alignment with internal legal and compliance frameworks.
- Monitors market trends and emerging risks to inform reinsurance decisions and recommend strategic adjustments as needed.
- Manages reinsurance budgets and cost allocations, ensuring financial efficiency and alignment with strategic objectives and government procurement principles.
- Oversees reinsurance recoveries and claims processes, ensuring timely and accurate settlements in accordance with treaty terms.
- Reviews and ensures the accuracy and compliance of reinsurance contracts, documentation, and reporting obligations.
- Provides leadership in developing team capability, fostering strong reinsurer relationships, and driving continuous improvement in reinsurance operations through structured learning and innovation initiatives.
- Develop succession plans and talent pipelines to ensure continuity of reinsurance expertise and leadership within the team.
- Promotes knowledge sharing and mentorship within the reinsurance team to build capability and ensure continuity in line with public sector workforce development strategies.
- Develop and maintain strong relationships with reinsurers, brokers, and internal stakeholders to support mutual understanding and effective program execution.
- Evaluates the effectiveness of reinsurance programs through post-placement analysis and performance reviews to inform future strategy and improve outcomes.
- Contributes to continuous improvement and innovation in all activities, including leveraging technology, automation, and data analytics to optimise productivity.
- Contributes to a positive work environment that reflects the values of the Insurance Commission.

Corporate Responsibilities

- Exhibits accountability, professional integrity and respect consistent with the Insurance Commission's Values and Code of Conduct, and the public sector Code of Ethics.
 - Ensures all correspondence is to a professional standard consistent with the style guide.
 - Performs other duties as directed.
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Work Related Requirements

Capability to:

1. Lead a high-performing, collaborative team with a strong track record of empowering, motivating, and developing individuals, while fostering a culture of inclusion, continuous learning, and innovation.
 2. Collaborate and negotiate effectively with a diverse range of stakeholders, including reinsurers, brokers, internal teams, and external regulators, to build productive relationships and achieve strategic outcomes.
 3. Apply strong analytical and financial skills, including the ability to interpret exposure data, actuarial inputs, and risk modelling to inform reinsurance decisions and evaluate program effectiveness.
 4. Design, structure, negotiate, and place reinsurance programs based on exposure analysis and scenario modelling, ensuring alignment with the Commission's risk appetite, financial sustainability objectives, and regulatory requirements.
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Pre-employment requirements

- A satisfactory National Police Clearance no more than six months old
 - 100 point identity check
 - Satisfactory evidence of Australian residency status or the right to work in Australia
 - Satisfactory evidence of essential qualifications or Professional Memberships (where applicable)
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Award/Agreement

Government Officers (Insurance Commission of Western Australia) Award 1987

Government Officers (Insurance Commission of Western Australia) General Agreement 2024

Certification

Approved by the delegated authority and registered on:

10 November 2025