Job Description—Senior Manager, Insurance and Risk

Position Summary: The Senior Manager, Insurance & Risk, will have growing responsibilities relating to all aspects of the global insurance and risk management program. This will include everything from understanding and evaluating insurance policies and coverage enhancements, assessing risks, compiling underwriting information and coverage placement, as well as more broadly assisting in the structuring, negotiating, purchasing, and day-to-day management of all aspects of the global insurance program, including assistance with any coverage-related disputes.

Principal Working Relationships: This role will report into Senior Director, Compliance & Corporate Governance, in the Legal Department and will include international and domestic responsibility with respect to evaluating the operational risks associated with the company's businesses in order to ensure relevant risks are adequately covered by way of insurance or other risk management techniques.

Duties and Responsibilities include, but not limited to:

- Maintain all relevant insurance policies, create summaries of key coverage and limitations for key policies
- Assist in the structuring, negotiating, purchasing, and managing of all aspects of the global insurance program
- Secure, maintain and track all relevant certificates
- Compile and prepare all relevant company information for brokers and insurers in connection with renewal and marketing of all insurance policies
- Provide day-to-day support on all claims
- Review and approve insurance/indemnity provisions in contracts for all business units
- Provide support in identifying areas of risk requiring insurance or advice to mitigate exposures
- Keep abreast of new insurance products, market conditions and financial strength of insurers
- Insurance claims handling, specifically for Casualty related coverages, i.e. General Liability, Workers' Compensation and Automobile Liability
- Assist in the evaluation of international programs for Property, Casualty and D&O
- Assist in the management of any coverage related disputes
- Build and maintain working relationships with company brokers, insurers and other business units within the company

Position Qualifications: While it is not necessary to have experience in all insurance and risk areas of our business, it is necessary that you have the interest, skills and commitment to grow, learn and develop in all the company's risk and insurance needs.

- Bachelor's degree with proven academic success, JD a plus
- 5-10 years of relevant experience in the insurance industry (3-5 years of experience if practicing lawyer)
- Knowledge of the insurance industry
- Proactive, always looking to change or improve processes
- Ability to effectively identify issues, research and analyze complex matters, assess potential exposure and propose alternative courses of action
- Ability to think through and evaluate practical consequences of alternatives and strategies
- Ability to work effectively with management, think conceptually, and interact with others
- Ability to offer practical advice and make well-reasoned recommendations to relevant decision makers
- Ability to exercise creativity, innovation and resourcefulness to address issues and resolve problems
- Ability to inspire trust and confidence in others
- Ability to keep specialty field of knowledge current and learn and gain experience in new areas of specialization as the Company's needs evolve over time
- Ability to effectively and proactively manage time, handle multiple projects concurrently, work under pressure and meet deadlines
- Ability to work both independently and as a team member
- Ability to use available resources to get the job done; make time for unplanned assignments; adapt to changing priorities
- Ability to effectively utilize analytical and critical thinking skills, think creatively and strategically and be "big picture" oriented, while also being appropriately detail oriented and accurate in handling and approving transactions and carrying out duties
- Ability to incisively and pragmatically evaluate transactions and assist in making recommendations and decisions regarding complex risk management issues
- Ability to read, analyze and interpret a wide variety of routine-to-complex agreements and policies
- Highly effective written and verbal communication skills, including ability to sequence concepts logically; gain understanding of complex material; clarify, and clearly and concisely articulate, complex information and concepts in an approachable manner that makes them easily understandable to decision makers

Please feel free to email either Steven Bush (424-322-5032 / Email: steven.bush@activision.com) or Jennifer Brewer (310-255-2419 / Email: jennifer.brewer@activision.com) regarding this job posting request.