

Job title	Manager, Financial Crime
Reporting To	Principal Financial Crime
Salary Band	Manager

Job Purpose

This role sits within the Financial Crime team, delivering against the agreed objectives of the Economic Crime Product and Service Board, covering all areas of financial crime policy and strategy development. In particular, the role will work with the Principal of Financial Crime in acting as secretariat to key panels, coordinating cross-EC activity, producing member communications, and supporting policy and strategy development.

This includes:

- Secretariat to the Money Laundering Advisory Panel (MLAP), Smaller Firm MLRO Network, Associate Member Panel and other panels, committees and working groups as required.
- Provide policy and strategy support to the financial crime team, across the breadth of Money Laundering, Terrorist Financing, Bribery and Corruption, and International Illicit Finance, as necessary.
- Supporting key priorities within the Economic Crime Reform agenda, including public-private partnership activities under the Economic Crime Plan 2.
- Supporting the day-to-day implementation and coordination of economic crime activities across the wider economic crime team and the rest of UK Finance.

Key Responsibilities

BAU and priority initiatives:

- Secretariat for committees and working groups under the Economic Crime Policy and Strategy team as required, including proactive engagement with members of these committees and working groups.
- Production and preparation of quality papers and presentations for UK Finance committees in a timely manner.
- Production of briefings and consultation responses for UKF for both internal and external stakeholders, effectively communicating strategic industry positions and coordinating member input as required.
- Management of delivery and timeline expectations for actions from panels.
- Own and build relationships with members and stakeholders as appropriate.

Policy and Strategy Support

- Work with members, government and regulators to develop and drive forward economic crime policy and strategy. This will include but is not limited to:
 - Leading on the production of consultation responses, coordinating member responses, and working to define policy positions, across all subject areas, but particularly AML/CTF, ABC, international illicit finance, and broader economic crime reform efforts.

- Supporting senior staff to drive and deliver policy work strands, particularly those stemming from our commitments under Economic Crime Plan 2. Engaging public sector stakeholders and beyond to ensure timely progress and consistent industry input.
- Managing economic crime input into the access to banking agenda including owning the relationship with various customer groups and stakeholders and assessing potential solutions
- Supporting the international agenda as and when necessary, including support to EBF, IBFED and EU focused AML discussions
- Delivery of policy briefings to agreed timescales as required.

Communications and Membership

- Responsibility for financial crime member communications to support member engagement, including delivery of weekly newsletters, and ensuring delivery of key documents highlighting topical issues and activities as appropriate.

Skills and Competencies

- Excellent verbal and written communication
- Excellent interpersonal skills together with the ability to effectively manage diverse stakeholder relations
- Proactive and able to identify opportunities for policy work that supports members
- Sound project management skills
- Ability to manage busy workload prioritising key areas as appropriate
- Ability to think strategically
- Self motivated and ability to motivate others
- Excellent team worker
- Delivery focused

Direct reports

None at present

Qualifications

A degree or other equivalent relevant qualification preferred but not essential for the right candidate.

Knowledge/skills/experience required

Desirable skills include:

- Technical knowledge of economic crime, in particular money laundering, bribery and corruption and/or fraud.
- Policy development
- Working in and/or with the financial sector
- Engagement with diverse stakeholders, e.g. law enforcement, regulators and HMG
- Financial crime legislation and regulations
- Verbal briefings to internal committees
- Presentation skills
- Policy or strategy experience
- EU/international affairs experience