



Professional Standards and Integrity Lead

Based in the City of London and remotely

Salary range: £46,000 - £52,000 per annum depending on experience

Plus £7.5% company pension contribution

A travel allowance of £2,500 per annum

Hybrid working arrangements

Discretionary Bonus

Reporting to the Assistant Director, Product Development, the successful candidate will work in a matrix arrangement across our Global Learning, Membership and Standards and Business Development teams to continue to enhance and extend our profile on ethics and integrity across the industry.

The main responsibilities are:

- Developing, promoting and implementing our work in the areas of professional standards and integrity, including professional standards for members
- Delivering content, thought leadership and research about ethics and integrity
- Delivering and contributing to presentations about ethics and integrity in a range of ways and to a variety of audiences, including our own conferences and events
- Contributing to the development and maintenance of our range of ethics and integrity-related products
- Developing and maintaining strong stakeholder relationships with industry practitioners
- Acting as internal adviser on integrity and professional standards to other areas of the organisation, including on disciplinary matters

The following skills and experience are required:

- A minimum of 2 years' experience in professional standards at another awarding organisation, membership body or similar
- A demonstrable understanding of regulatory frameworks and compliance culture
- Project management experience
- Strong ethical standards and commitment to promoting integrity in financial services
- Excellent communication and interpersonal skills, written and oral, with the ability to influence and manage external stakeholders
- A clear communicator who is able to work across a range of teams working to different drivers
- Adaptable and resilient, able to thrive in a dynamic global commercial environment
- Continuous improvement mindset with a passion for professional development and industry advancement

We offer a competitive remuneration package, which includes:

- 7½% company pension contribution into a personal pension, in addition to your own contribution of 1½% via salary exchange
- Life insurance and income protection insurance
- A Wellness Allowance of up to £30 a month
- 25 days full-time equivalent and additionally the Institute closes for three days between Christmas and New Year.
- A travel allowance after passing probation which has a value of £2,500 per annum
- Hybrid working arrangements.

Please send your CV, salary expectation and availability to HR at jobs@cisi.org

Candidate Adjustments

At CISI we encourage applications from a neurodiverse workforce so please do reach out to HR@cisi.org to discuss reasonable adjustments if required.

Our London office is open plan with agile desk booking; however, we are able to arrange reasonable adjustments for candidates that require a fixed working space.

We value the contribution that employees with different views and experience bring to the Institute and are committed to promoting equality, inclusion and diversity. We hope to receive applications from a wide range of talented people irrespective of their race, religion or belief, gender, age, gender identity, neurodiversity, disability, sexual orientation, ethnic origin, political belief, social class, relationship status or caring responsibilities.

The Chartered Institute for Securities & Investment is the leading professional body for securities, investment, wealth and financial planning professionals. Formed in 1992 by London Stock Exchange practitioners, we have a global community, which aims to promote high standards of competence and integrity to more than 40,000 members in 116 countries. We are also the main examining body for the sector, offering our internationally recognised exams globally.

Its purpose is “To champion lifelong learning and integrity, raising individual standards of knowledge, skills and behaviour globally to enhance public trust and confidence in financial services.”

For more information on the CISI, please see our website at www.cisi.org