

Job Posting

Job Title: Vice President, Risk Management

Department: Risk

Summary

Responsible for developing, implementing, and overseeing comprehensive insurance and risk management programs to protect the Company from potential impact to its reputation, safety, security, or financial success. Identifies and quantifies potential new risks and seeks to limit liability or exposure through risk-reduction strategies. Establishes acceptable risk tolerances with each business unit. Collaborates with all levels within the organization to gain an understanding of evolving risks, as well as instill responsibility for mitigating those risks. Represents the Company to both internal and external stakeholders.

Primary Functions and Essential Responsibilities

- Design and negotiate the placement and administration of all commercial insurance programs, including all property, casualty, and management liability policies.
- Serve as knowledge leader, working with functional areas to identify, assess, quantify, and address risk exposure.
- Monitor insurance market dynamics and trends.
- Demonstrate the ability to develop and cultivate positive relationships with senior management at both the corporate and business unit levels.
- Foster relationships with external partners such as brokers and underwriters.
- Monitor risk management programs to be in compliance with all relevant domestic and international government requirements
- Select and direct vendor partners including insurers, brokers, and third-party claims administrators.
- Manage surety program.
- Provide strategic oversight of the property and casualty claims management process.
- Work with the business units to ensure claim reporting is done properly for all lines of insurance.
- Develop and distribute risk information reports; analyze data for trends and suggest areas for continuous risk improvement.
- Establish insurance requirement guidelines for contracts with vendors, suppliers, landlords and other third parties.
- Coordinate the administration of the Company's risk management programs, including the provision of certificates of insurance, auto identification cards, contract reviews and the maintenance of all exposure data.
- Review all insurance policies for accuracy and completeness and maintain policy documents in accordance with record retention policies.
- Participate as member of M&A due diligence team.
- Manage risk management team member(s).

Essential Skills, Abilities, and Attributes

- Bachelor's degree and at least 15 years of related risk management experience
- High level of ethics, integrity and professionalism
- Ability to drive strategic direction
- Strong leadership, decision-making and problem-solving skills
- Outstanding written and oral communication skills
- Project management experience required
- Ability to foster teamwork, develop and mentor others
- Ability to build collaborative relationships and influence others
- Strong interpersonal skills
- Ability to multi-task, organize, prioritize, and meet deadlines
- Technical proficiency with MS Office suite, Google products

Special Position Requirements

10-15% travel required

The above statements are intended to describe the general nature and level of work being performed by an individual assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, functions, and tasks required of an individual assigned to this job.

The Company

Graham Holdings Company (NYSE: GHC), headquartered in Arlington, Va., is a publicly traded, diversified holding company that owns businesses in a variety of industry sectors including media, education, manufacturing, ecommerce, technology, automotive, healthcare, and other emerging operations. Graham Holdings Company delivers quality products and services to today's students, viewers, customers, patients, and advertisers. What unites our Company is a commitment to excellence across all of our business lines.

Our People and Culture

We strive to create and maintain an inclusive workforce of talented people reflecting global diversity where all forms of individuality are valued, appreciated, and celebrated. This is a core tenet of our Company. While not perfect, we won't stop trying.

Graham Holdings - Diverse Companies - Diverse People - Shared Values



Benefits

A comprehensive benefits package includes three medical plans, two dental plans, vision, pension, 401(k), 4 weeks' vacation to start, flexible schedule/remote work, life insurance, AD&D, short and long-term disability, healthcare spending account, dependent care spending account, health savings account, legal plan, tuition reimbursement, employee discounts & deals and more.

Send resume, cover letter and salary requirement to: careers@ghco.com

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, or protected veteran status, or any other legally protected basis, in accordance with applicable law.