



Canadian Investor Protection Fund

Position Specification

Chief Risk Officer

Our Client

The Canadian Investor Protection Fund (CIPF) is a not-for-profit corporation established in 1969 to protect investors and strengthen confidence in Canada's capital markets. CIPF provides protection for property held by a member firm on behalf of an eligible client within prescribed limits, if the member firm becomes insolvent. CIPF member firms are members of Canadian Investment Regulatory Organization (CIRO) that are: (i) investment dealers and/or (ii) mutual fund dealers. As a key pillar of Canada's investor protection framework, CIPF operates in close coordination with the Canadian Investment Regulatory Organization (CIRO), of which all Investment Dealer and Mutual Fund Dealer members are required to participate in CIPF.

CIPF coverage is automatic for clients of member firms and is funded through assessments levied on those firms, rather than by individual investors. CIPF's mandate is focused on the timely and orderly resolution of member insolvencies, with the objective of minimizing disruption and preserving investor assets. Coverage applies across a range of account types, including general and registered accounts, and plays an essential role in maintaining trust and stability in the Canadian financial system.

Headquartered in Toronto, CIPF is governed by an independent Board of Directors and operates with a strong emphasis on prudent risk management, financial resilience, and operational readiness. CIPF maintains two segregated funds designed to provide coverage to eligible customers of CIRO Members: an Investment Dealer Fund and a Mutual Fund Dealer Fund. In addition to the segregated funds, CIPF also has committed lines of credit and insurance with respect to losses paid from the two segregated funds. Its approach combines financial discipline with a proactive focus on preparedness, including ongoing scenario planning and stakeholder coordination.

CIPF is widely recognized for its critical role in safeguarding investors and underpinning market integrity in Canada. As the financial services landscape continues to evolve, the organization remains focused on enhancing its operational strength, deepening stakeholder engagement with regulators and industry participants, and ensuring its coverage framework continues to meet the needs of a dynamic and increasingly complex market environment.

The Role

Reporting to the President and CEO, the Senior Vice President and Chief Risk Officer (CRO) will oversee the Risk Management Department and be accountable for embedding a strong risk management culture across CIPF. This includes leading and developing a high-performing, inclusive team of risk professionals and overseeing the Enterprise Risk Management (ERM) framework, including policy design, execution, and reporting. The CRO will recommend risk appetite to the Board, provide independent challenge to risk owners, and ensure effective identification, measurement, and mitigation of enterprise risks. They will also be responsible for determining and monitoring CIPF's liquidity resources to ensure timely and effective responses to insolvencies, including accountability for the supporting methodologies and tools. In addition, they will lead the development and execution of the assessment policy in partnership with the Senior Vice President and Chief Risk Officer (CFO), monitor macroeconomic and industry developments impacting member firms, report regularly to the Board and its Committees, and lead key strategic initiatives.

As an Officer of the Company, the CRO will play a critical leadership role in advancing enterprise-wide strategic priorities by providing risk-informed insights and ensuring alignment with CIPF's ERM framework and risk appetite. Over the next three years, this will include supporting the Merger of the Funds Project through business case

development and risk alignment, leading the design and implementation of a unified Liquidity Resource Requirement (LRR) model to enhance risk assessment and forecasting, and driving the development and adoption of a unified Assessment Policy and standardized methodologies across the organization. In addition, as an Officer, this individual will have key relationships with the Canadian Securities Association, CIRO staff, Insurance and Line of Credit Providers and our member firms.

Responsibilities will include, but are not limited to:

ERM Framework

- Develop and implement the ERM framework, program and related training.
- Partner with the Finance, Membership and General Counsel Office teams to ensure risk frameworks are embedded into operating and decision-making processes.
- Perform independent challenge of the following: enterprise risk identification; measurement; design and operating effectiveness of controls to mitigate the enterprise risk; and action plans to address any weaknesses.
- Work with CEO and senior management and staff to make recommendations to reduce residual risk to be within the Board approved risk appetite of the company.
- Provide independent and effective challenge to the CFO in the development and implementation of policies and risk controls designed to manage the organization's Security Information Risks, including those related to cybersecurity, artificial intelligence, and data (intended to ensure that such risks are identified, assessed, and managed in alignment with the Enterprise Risk Management Framework and remaining within the Board-approved risk appetite thresholds).
- Monitor action plan progress.
- Report to the Board and Board Committee(s), as appropriate, on the adequacy of the design and operating effectiveness of the risk mitigating controls as defined in the Enterprise Risk Management (ERM) document and report on any significant gaps as well as action plan progress.
- Develop, maintain and enhance CIPF's risk monitoring and reporting infrastructure.

Credit / Liquidity Risk Modelling

- Ensure that CIPF has an appropriate methodology for determining the minimum liquidity resources required to effectively deal with member insolvencies on a timely basis, and for ensuring CIPF has the data and tools required to execute on the methodology.
- Work with CIRO and members to ensure adequate member data and information is collected to support the methodology.
- Evolve the credit-risk based model for Mutual Fund Dealers (and other member categories when and if appropriate), and / or design an appropriate alternative for implementing a risk-based assessment methodology or model.
- Model Development and Maintenance: Develop, maintain and enhance CIPF's Credit-Risk Based Model and the supporting infrastructure as necessary to project CIPF's credit and liquidity exposure from member firms and CIPF's current and long-term Liquidity Resource Requirements.
- Ongoing Model Performance Monitoring, Calibration: Perform regular model performance monitoring, including review of assumptions and recommend changes as required to address issues creating volatile Liquidity Resource Requirement projections.
- Impact Assessment of New Members and Industry Developments: Develop, maintain and enhance CIPF's Credit-Risk Based Model to ensure it is consistent with best practices including:

- Use CIPF's Credit-Risk Based Model to assess the potential/evolving impact of new products and services on CIPF's Liquidity Resource Requirements.
- Determine liquidity resource requirements under stressed market conditions.
- Recalibration of Credit-Risk Based Model inputs to reflect recent industry events/trends.

Liquidity Resource Management

- Determine and propose the liquidity resource requirements and the corresponding liquidity resource mix.
- Lead the projection of CIPF's liquidity resource requirements (LRR), Annual Target Assessments and liquidity fund mix, and make recommendations to the CEO, the Risk Committee and the Board.
- Work with the CFO to determine CIPF's available liquidity resource mix of General Fund investments, Lines of Credit and CIPF's Primary and Excess Insurance Policy coverage.
- Recommend a flexible liquidity resource strategy that optimizes trade-offs among liquidity, cost efficiency, industry assessment capabilities, and solvency risk, recognizing the dynamic nature of market conditions, funding/credit and insurance availability, and member credit risk.
- In collaboration with the Chief Financial Officer, provide the Risk Committee with the annual Investment Dealers and Mutual Fund Dealer Target Assessments to present to the Board.
- Assess the risk of where and how member firms hold assets that are eligible for return to customers under Part XII of the BIA and ensure the Credit-Risk Model incorporates reasonable projections of that information.

Insurance Policy Management

- Support the Board's assessment and selection of Insurance Broker in accordance with the Procurement policy and maintain ongoing relationship as the primary contact.
- Recommend to the Risk Committee and the Board the level of insurance and deductibles consistent with CIPF's liquidity resource mix.
- Work with the CEO in negotiating CIPF's Primary and Excess Insurance Coverage.
- Annually manage the renewal of the Primary and Excess insurance policies for the Investment Dealer Fund and the Mutual Fund Dealer Fund.

Macroeconomic / Industry Risk Monitoring

- Act as CIPF's 'early warning system' for macro-economic developments and formulate recommendations of action to help further enhance CIPF's risk management practices and modeling initiatives.
- Remain abreast of current domestic and global events, synthesizing information and assessing its potential impact on the Canadian investor community and member firms.
- Complete analyses and impact assessments as required and provide industry risk monitoring reports/dashboards to the CEO, the CIPF's Risk Committee, and CIPF's Board of Directors.

Member Assessment Policy & Execution

- Assessment Policy.
 - Support the development and maintenance of one or more fair, transparent, and reasonable methodologies of establishing and allocating assessments for each category of member; where assessments reflect:
 - an equitable allocation among Self-Regulatory Organization Members, which may be based on the level of risk to CIPF; and
 - balance the need for CIPF to have sufficient revenues to satisfy claims in the event of an insolvency of any member of the relevant category, to have sufficient financial resources to satisfy its operational costs, and there be no unreasonable financial barriers to becoming a member.
 - Responsible for maintaining current the Assessment Policies including recommending regular updates and submitting for approval to the Board/ Board Committees.
 - Preparing quarterly and other assessments in compliance with the policy.

- Determine the types of assessments to be levied, the method of assessment, the timing of payment and the minimum/maximum assessment levies.
- Working with Communications, communicate with Members on Assessments.
- Member Assessments and Appeals. Support the Risk Committee to decide on and hear assessment appeals from Member Firms; ensure the Appeals Procedures process (timeliness for responding to a request for an appeal, its documentation & communication standards, and the hearing procedures) reflects the Committee's commitment to fair and equitable treatment of Member appeals.
- Credit-Risk Based Model Maintenance / Rebasing for Annual Assessments. Execute on and enhance procedures to monitor Member Firm risk that allow CIPF to effectively respond when a Member Firm poses a risk to the Fund; these procedures should also proactively identify Member Firms that pose a risk to the fund.
- Capital Deficiency Assessments. Monitor the adequacy of Member Firm Capital Requirements; if Member Firm risk of insolvency has grown, help the Risk Committee consider increases to the fund; design and execute a course of action.

Additional Responsibilities

- Accountable for the day-to-day identification and mitigation of risks to the organization related to the accountabilities above, including designing appropriate processes and controls and ensuring they are operating effectively. Responsible for documenting these risks, controls, and any action plans and reporting thereon in accordance with the Enterprise Risk Management Framework program requirements.

Candidate Profile

The successful candidate will be a seasoned and forward-thinking risk leader who brings a strong blend of strategic insight, sound judgment, and the ability to operate effectively in a complex, regulated environment. They will be adept at translating risk considerations into clear business implications, enabling informed decision-making at the executive and Board levels, while confidently engaging a broad range of stakeholders. With a collaborative and pragmatic approach, they will influence key initiatives, anticipate emerging risks, and help position the organization to respond proactively to an evolving financial and regulatory landscape. A proven people leader, they will foster a high-performing, accountable team and contribute to a culture where thoughtful risk-taking and strong governance are well embedded.

In terms of the performance and personal competencies required for the position, we would highlight the following:

Risk & Financial Markets Expertise

- Financial Risk Management: Deep expertise in market, credit, and liquidity risks, including the design and oversight of infrastructure to measure, monitor, and mitigate exposures.
- Risk Modeling: Expert knowledge of risk models/tools and how they can be applied across the investment sector to allow CIPF to appropriately assess member risks posed to the fund.
- Financial Markets Knowledge: Deep understanding of key domestic and foreign infrastructures including: securities depositories, central clearing services, settlement services and payment systems, especially as pertains to current and evolving practices impacting the Customer Pool and CIPF's liquidity resource requirements. Experience with past insolvencies or entity resolution planning/readiness would be an asset.
- Enterprise Risk Management (ERM): Proven ability to develop, implement, and maintain a right-sized ERM framework to identify, assess, monitor, control and report on enterprise-wide risks.
- Technology & Data Risk Oversight: Strong capability to challenge and validate strategies related to cybersecurity, data governance, and broader technology risk management.

- **Policy & Regulatory Knowledge:** Knowledge of CIPF Policies (Assessment, Disclosure, and Coverage policies), relevant industry-specific policies, terminology and laws, including Part XII Bankruptcy & Insolvency Act of Canada, and CIRO and Provincial Securities Commission rules.
- **Investment Sector Knowledge:** Experience in, or familiarity with consumer investment vehicles and the investment sector (domestic and international), including CIRO member firms.

Analytical, Technical & Risk Management Skills

- **Analytical & Quantitative Skills:** Ability to interpret complex risk data, models, and scenarios to support informed decision-making including: developing a deep understanding of member firms' businesses and factors impacting probability of default.
- **Risk Governance & Reporting:** Experience establishing risk appetite frameworks, governance structures, and delivering clear, actionable reporting to executive leadership and the Board.
- **Strategic Business Acumen:** Demonstrated ability to align risk management practices with business strategy.
- **Stakeholder Communication & Engagement:** Strong communication and influencing skills, with experience engaging Directors, Self-Regulatory Organizations, Regulators, and Clients/Members across technical and non-technical audiences.

Leadership, Judgment & Influence

- **Leadership & Culture:** Demonstrated ability to lead high-performing teams and foster a strong risk-aware and inclusive culture across the organization.
- **Independent Challenge & Judgment:** Confidence and integrity to provide constructive challenge to senior management and escalate key risks where appropriate.
- **Strategic Influence:** Experience developing, influencing, and determining the direction of a wide range of strategic initiatives.
- **People Leadership:** Experience effectively overseeing or managing people resources and/or allocating workloads across a team.

Key Competencies

- **Integrity:** Demonstrates and leads with honesty and transparency, with a focus on compliance. Makes sound decisions that support the organization direction, values and support the mandate.
- **Communication:** Superior verbal and written communication skills and the ability to distill and communicate complex issues to senior executives, the Board and external stakeholders, including regulators and member firms, in a manner that would be understood.
- **Well-being:** Models desired behaviours for all staff and supports employees in achieving their personal well-being goals. Encourages others to participate in health and wellness initiatives.
- **Collaboration:** Leads collaboration throughout the organization and actively seeks opportunities for staff to engage and work together to break down silos. Encourages cross functional teams to streamline processes and foster a united organization. Builds relationships with external stakeholders, including regulators and member firms.
- **Accountability:** Takes personal ownership and responsibility for the quality and timeliness of work commitments and displays a high level of confidentiality and respect.
- **Strategic Thinking:** Analyzes and interprets strategic direction of the organization by analyzing the internal and external environments to develop current and long term strategies to support the mandate and values at CIPF.