



RARE LEADERSHIP OPPORTUNITY

Business Development and Sales focus!

Rothbury Insurance Brokers are one of New Zealand's most progressive National Insurance Brokerages, specialising in Fire and General insurance services. It is a company that is enjoying phenomenal growth and has become an employer of choice, boasting an incredibly positive company culture. A very rare and exciting opportunity presents itself for an inspiring leader to take ownership for driving the on-going performance of a very established and thriving branch based in Penrose.

To be successful in this role you will need

- Natural ability to lead, mentor and support your team in their personal and professional development.
- To implement and deliver on strategies to enhance the success of the teams activities
- To facilitate regular sales meetings and ongoing training and mentoring support activities
- To drive a sales focus and positive performance culture within the team
- To identify opportunities to enhance the growth of the branch, including methods of maximising existing business, cross selling and referral partners
- Proven and successful management experience from within the insurance broking industry
- Ability to develop and maintain client relationships and develop your own book of business
- Actively promote Rothbury's strategic goals
- To be a self starter, well organized...full of energy, drive and commitment to make things happen!

If you're an experienced Manager, or Senior Broker wanting to take your next career step, we're keen to hear from you. This company is going places, providing not only an exceptional career opportunity, but also the opportunity to become a part of a successful and growing organisation at the forefront of the insurance industry.

Please apply in confidence to Lisa Baggaley, at Kings Recruitment on (09) 815 8444,
lisa@kingsrecruitment.co.nz

Applications will close on Friday, Monday 9th August.

Current Vacancies

Role:	Leader – Business Development & Sales
Branch:	Penrose
Location:	Penrose, Auckland
Posted:	Tuesday, 27 th July 2010

PURPOSE:

1.	Leader - Business Development & Sales
	<ul style="list-style-type: none"> To provide inspired leadership, whilst educating, empowering, challenging and supporting people in their ongoing development within an organisational context. Ability to use a range of effective strategies and guidance, providing analysis and clear, specific information to the team on strategy implementation The ability to enable others to achieve personal and professional goals and to get the best out of individuals and team-based work Responsible for creating an environment of trust and collaboration amongst the team to promote both personal and professional development Responsible for developing strategies and identifying opportunities that support and grow the business. Responsible for ensuring organic growth and driving a sales focus throughout the team
2.	Commercial Broker
	<ul style="list-style-type: none"> To provide advice, service, management, and general insurance assistance to clients. To retain and grow clients insurance portfolios. To generate revenue by matching client requirements to insurer terms.

Key Accountabilities:

1. Leader – Business Development & Sales	
1.1	Leadership
	<ul style="list-style-type: none"> Motivate the Rothbury Penrose team, through inspiring leadership and sound people management practices, to achieve excellent results and be exceptional client advocates Enable, guide, empower, motivate and encourage the team to achieve personal and professional goals Build capacity, resilience and competency to achieve excellence in leadership, and relationship management. Build effective working relationships through the development of self awareness for all members of the team. Ensure constant review and achievement of best practice. Work with the Rothbury HR Manager in recruitment and induction of all new employees Oversee management of the company performance review process ensuring all staff have a meaningful review and relevant development plan as an outcome Give direct and constructive feedback, managing poor performance and making the hard calls where required

	<ul style="list-style-type: none"> • Challenge staff as required as part of raising awareness, limiting beliefs, patterns and behaviour
1.2	Mentor / Coach / Facilitator
	<ul style="list-style-type: none"> • Implement a structured approach to skills transfer through mentoring and knowledge sharing of both self and experienced staff. Leverage off own broking acumen to achieve this. • Create a learning environment in which team members can develop, through experiential learning, reflection and learning from past experience • Develop and integrate a practical coaching and mentoring structure into daily practice, taking into account the business realities • Create and support a team environment to challenge existing methods and thinking • Provide professional, objective and effective feedback, facilitating others to find their own solutions • Establish and oversee an effective peer mentoring support network through the branch • Work with all team members to facilitate learning, and encourage self responsibility • Responsible for coaching, training, motivation and engagement of all staff • Oversee and guide team leaders to identify developmental needs and address these with ongoing coaching and training
1.3	Sales
	<ul style="list-style-type: none"> • Responsibility for instilling a strong 'sales' ethic and focus in the Rothbury Penrose team through inspiring leadership, motivation and sound people management practices. • Plan, prepare and facilitate regular sales meetings, tracking activity. • Develop and maintain client relationships to achieve sales, retention and profitability targets • Encourage and reward cross-selling throughout the branch. Make cross-selling part of our cultural mantra leveraging off existing relationships and referral partners. • Coordinate and share up to date market information to ensure staff are aware of current best practice, competitors products, sales strategies etc • Drive the ongoing organic growth of the branch, working to mentor and motivate brokers to explore all new business opportunities and assist in development of relevant sales tools. • Actively drive and investigate growth opportunities towards the company strategic goals through mergers and/or acquisitions
1.4	Strategic Business Development / General Management Focus
	<ul style="list-style-type: none"> • Ability to understand the Rothbury strategic plan • Development and implementation of the branch business plan, including developing short, medium and long-range business plans to maximise business opportunities and minimise risk.

2. Commercial Broker

2.1	General
	<ul style="list-style-type: none"> ▪ To build a full knowledge and understanding of our client's business and develop your own commercial acumen to be able to recommend appropriate solutions including insurance covers. ▪ To actively work to maintain market awareness and develop insurance knowledge through continuing education. ▪ Process renewals, new business, alterations & cancellations ▪ Set up new policies, process finance agreements for policies that are paid monthly, send out proposals and follow-up as necessary. ▪ Deliver prompt service to meet clients' ever changing expectations.

	<ul style="list-style-type: none"> To use sound planning and organisation to manage all aspects of portfolio management including, follow-up dates, re-marketing, renewals etc.
2.2	Existing Client Portfolios
	<p>Reviewing</p> <ul style="list-style-type: none"> To review clients on an annual basis and record findings. Either by phone or face to face. To grow existing client portfolios by identifying and acting on opportunities for growth (use the unique relationship and knowledge of client's business to achieve this) To place appropriate cover on time including renewal of client portfolios in accordance with required standards. To arrange risk consulting services for our existing clients as needed. <p>Remarket</p> <ul style="list-style-type: none"> To remarket clients portfolios or selected components at renewal as required. To prepare complete insurers submissions in order to obtain the best terms available, fully manage the process and present the findings in writing to the client.
2.3	New Business Development
	<ul style="list-style-type: none"> To develop new clients through effective use of networks and own research. Use market knowledge to 'pitch' for new business. (for example when a potential commercial client is reviewing their insurance.) To manage a clients portfolio and to be aware of circumstances where there is to be a business sale or business closure.
2.4	Other Responsibilities
	<ul style="list-style-type: none"> Ensure premiums are collected promptly. Work in well with broker support team, claims and accounts personnel. Work in line with internal procedures, practices and technology driven initiatives to streamline workflow and standardise processes for maximum efficiency. Adopt 'best practice' servicing models and process models as these are developed and introduced. Measure and report on achievement of client service through 'client questionnaire' and other survey measures as appropriate. Achieve annual/monthly performance targets. Meet reporting requirements on time and in requested format.