

Careers with us



About us

We're the definitive voice of the UK's world leading insurance and long-term savings industry, which is the largest sector in Europe and the third largest in the world.

We represent more than **300 firms** within our membership including most household names and specialist providers, providing peace of mind to customers.

Our industry employs over **300,000 people** in high-skilled, lifelong careers, two-thirds of whom are outside of London. And our members manage investments of **£1.4 trillion**, contribute **£18.5 billion** in taxes to the Government and support communities and businesses across the UK.

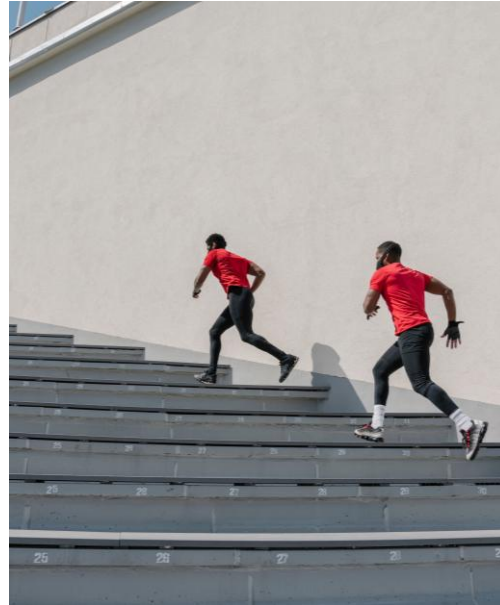
As a productive, inclusive and essential sector to the UK economy, together, we're driving change to protect and build a thriving society.



Our role



Be the public voice of the sector, promoting the value of its products and highlighting its importance to the wider economy.



Support a competitive insurance industry, in the UK and overseas



Help encourage consumer understanding of the sector's products and practices.



Get the right people together to help inform public policy debates, engaging with politicians, policymakers and regulators at home and abroad.

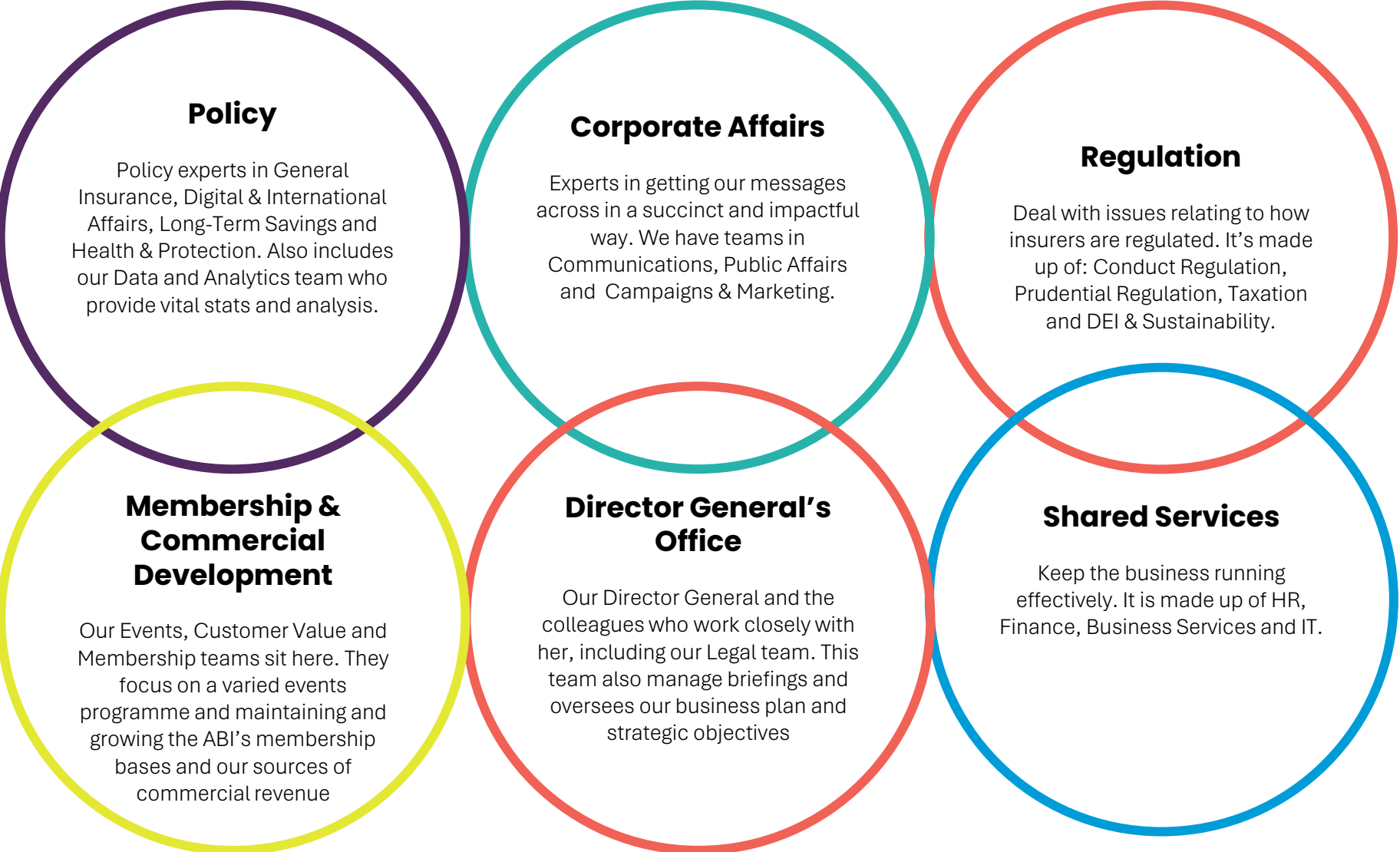
Why work with us?

The ABI is a place for people who care about driving positive change.

We offer:

- The opportunity to engage in [career-defining work](#).
- [Direct access to senior stakeholders](#) across the insurance and long-term savings industry and government and regulators
- High levels of [autonomy and personal development](#).
- An [inclusive, friendly work culture](#) underpinned by fantastic benefits and flexible working.
- See and hear more about us in our [video](#)

Where you can work





We're a small, flexible organisation and your development is tailored to you and your needs and ambitions.

Broadly, the linear career path is: Assistant, Adviser, Senior Adviser, Manager, Assistant Director, Director. There are no strict rules around this as we know everyone's journey is different. Some people move around and up internally, and others move externally to further their career.

Your manager will work closely with you to set stretching objectives aligned with our strategic goals and build your personal development plan.

Our HR team will help you undertake further professional training to benefit your development and your career at the ABI and are always on hand for advice and guidance. We may also be able to support professional qualifications where relevant to you and your role.

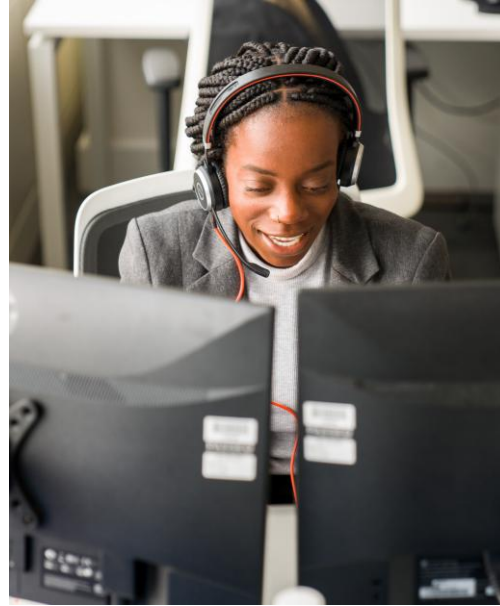
There's also lots of value-added initiatives to get involved in outside your normal areas of work. We have various project teams and Sports & Social, Health & Wellbeing, Values and Inclusion groups too.

Your development



Training Offering

We have a generous training budget provision and routinely run group courses for colleagues covering core skills that many seek to develop.



Professional Qualifications & Membership

We support colleagues with studying towards any formal professional qualifications that may be relevant for them, plus 8 days of study leave per year. In addition, we will fund ongoing professional membership fees.



Mentoring Scheme

An internal mentoring scheme is in place which enables colleagues to be matched to another colleague operating at a more senior level to provide mentoring support.



Leadership Development

Colleagues who are newly-promoted into line management positions attend external training in respect of this. We also make provision for colleagues to undertake 1:1 coaching activity as required.

Your benefits

Family Friendly

- Enhanced Maternity Leave
- Enhanced Shared Parental Leave
- Paid Paternity Leave
- Paid Carer's Leave

Work/Life

- 25 Days Annual Leave + Bank Holidays
- Long Service Awards
- Hybrid Working (40% of time in the office)
- A Day Off for your Birthday
- Sabbatical Leave

Physical Wellbeing

- Private Medical Insurance (PMI) and Dental Insurance
- Subsidised Gym Membership
- Group Income Protection Insurance
- Eye Tests & Glasses

Society & Planet

- Give As You Earn Scheme
- Volunteering Leave
- Cycle to Work Scheme

Mental Wellbeing

- Employee Assistance Programme
- Access to professional support through PMI
- Trained Mental Health First Aiders

Financial Wellbeing

- Group Personal Pension Plan
- Group Life Assurance
- Season Ticket Loan
- Support via the Insurance Charities



Our culture



When meeting us, you'll quickly find out we are united in our belief that the best thing about the ABI is the people.

The moment you step out of the lift on your first day, you're guaranteed a warm welcome.

We're a friendly, collaborative team working in an open plan office in the heart of the City. We also have some colleagues based in Edinburgh, and do plenty of home working too.

We work hard but have fun along the way with plenty of social and health and wellbeing activities. We do sunflower growing, Easter egg hunts, bouldering, onsite chair massages, board game evenings and there's even a book club and lending library. Being a team of around 100, it's easy to get to know your colleagues.

98%

Of our colleagues
feel individual
differences are
respected

Our values

We're appreciative

How do you celebrate success and show gratitude?

- We believe in each other
- We succeed together
- We're considerate of colleagues' time
- We say 'thank you'

We're brave

How do you show the courage to step out of your comfort zone and take a risk?

- We're adaptable and innovative
- We're ambitious and not afraid to try something different
- We're both willing to challenge and open to feedback
- We believe it's OK to make mistakes and learn from them

We're curious

What sparks your curiosity to ask questions and learn something new?

- We think bigger picture, longer term and like entrepreneurs
- We value breadth as well as depth of knowledge
- We make connections
- We believe it's better to ask a question than never know

We're human

How do you show compassion, care and interest in those around you?

- We respect and trust our colleagues
- We care about our impact on others
- We are more than our job titles
- Every one of us matters

We take ownership

How do you make choices and take responsibility?

- We focus on solutions
- We have the freedom and opportunity to make a difference
- We know where our contribution fits in and can count on each other
- We involve the right people at the right time

Diversity, Equity & Inclusion



Our vision is for all prospective and existing colleagues to have the right resources for them to begin, develop and thrive in their ABI careers and beyond.

We want equity for all, regardless of individual background and to make sure we represent the society our members serve. Our 2023-2026 Inclusion Strategy outlines our plan and you can read it in full [here](#).

Our recruitment process is just one part of our commitment to inclusion. We work with Applied, a recruitment platform that uses behavioural science to mitigate the impact of unconscious bias and improve predictive validity in hiring. It helps us find the best person for the job, irrespective of their background. This not only is much fairer and more inclusive for our candidates, it also helps us make good decisions on who to interview and ultimately hire.

We are committed to making reasonable adjustments to our recruitment process and beyond for people with a disability or long-term health condition. To discuss in more detail, please contact careers@abi.org.uk. We will also check this with you should you be invited to interview.

Where practicable, we will offer an interview to disabled candidates who meet the minimum requirements for a role. If you believe this may apply to you, you will be able to indicate this on your application form.

Our recruitment process

- Firstly, we'll ask you two to three application questions. These questions are designed to show your understanding and interest in the role and demonstrate the key skills needed to do the job well. Sometimes we'll ask for a sample of work too. We try to limit our use of CVs as a selection method, but we do use them as a sense check for roles that require specific experience, or to help us sift where we have a lot of applications.
- Once the deadline has passed, a team of our colleagues will score all the applications against set criteria. We don't know anything about the person who has submitted the answer and we all score independently of each other. This is to remove the potential for unconscious bias in the process and ensure we focus on the things that really matter for the job. We often anonymise CVs to review them too.
- From there, we'll meet the highest overall scoring candidates for interview. It varies depending on the level of the job, but you can generally expect a one or two-stage interview process with a task done at one of the stages. As ever, we score every answer you give to set criteria independently of each other to ensure fairness and objectivity. The first stage tends to be via Teams call and the second stage is in person. Sometimes we'll invite you for an initial phone screen too if we've had a lot of interest in the role.

HR team



Emma Phillips

Assistant Director, Head of HR



Vicki French

HR Business Partner



Suze Abbott

Senior HR Adviser



Susan Maloney

HR Officer