

**President/Mutual Manager, Danish Mutual Insurance Association**

(Full-time)

**About us:**

Danish Mutual Insurance Association was chartered in 1886 and is believed to be the oldest continuous operating business in the Elk Horn, Iowa area. The initial organizational meeting was held on December 18, 1885. At that time, it was proposed and decided to organize a Mutual Fire Association for Shelby and Audubon Counties in Iowa. The association began writing fire insurance for rural agricultural property only in 1886. As time progressed and reinsurance became available, the Association was able to provide insurance against loss from additional perils and for town property.

Danish Mutual Insurance Association is chartered as a 518A county mutual, providing the Association with a writing territory of 27 counties Adair, Adams, Appanoose, Audubon, Carroll, Cass, Clarke, Crawford, Dallas, Decatur, Greene, Guthrie, Harrison, Lucas, Madison, Marion, Mills, Monona, Monroe, Montgomery, Pottawattamie, Ringgold, Shelby, Taylor, Union, Warren, and Wayne counties. We insure farm property, city and suburban residences and personal property. Currently, 35 agencies are licensed with us. They have a total of 46 offices located throughout our operating territory.

We are currently looking for the future **President/Mutual Manager** of Danish Mutual Insurance Association. The ideal candidate for this position will have a strong background and passion for the Insurance industry. This individual will be responsible for the leadership, direction and overall management of the company and will oversee all operational and financial directives in cooperation with the Board of Directors.

**What you will do:**

* Recommends for consideration, implements and is responsible for the achievement of goals and objectives for the Association
* Annually reviews all lines of coverage
* Directs policy application and issuance, underwriting and underwriting surveys, claims and other daily activities of the Association. Ensures all insurance claims are properly investigated and completed in a timely manner
* Directs the preparation of the annual budget for the Association and monitors the budget during the year to ensure performance meets requirements
* Oversees the preparation of all management reports required of the Board of Directors, the Iowa Insurance Division, and outside organizations
* Develops and maintains a liaison with Department of Insurance representatives. Communicates with agents, member companies, trade associations, local officials and insureds on matters concerning Association activities
* In the event of a catastrophe, ensures that a survey of the area is conducted to estimate losses, and that bulk reserves and catastrophe claim plans are established
* Communicates with reinsurance company to place insurance, select carriers, negotiate contracts, and communicate claims information and potential recovery matters
* Establishes procedures for custody and control of assets, records, loan collateral and investment securities
* Evaluates financial reporting systems, accounting collection procedures, and investment activities, and makes recommendations for changes to procedures, operating systems, budgets, and other financial control functions
* Oversees all major accounting department activities including, but not limited to: review and approval of annual operating budgets, reconciliation of operating expenses, AP/AR activities, payroll review, business expense reimbursements, financial oversight, tax accounting and cash flow oversight

**What we’re looking for:**

The President/Manager of Danish Mutual Insurance Association must be very knowledgeable and passionate about Property and Casualty Insurance. Five to ten years of work in this industry is preferred. A Bachelor’s Degree is also preferred. An insurance license along with a designation such as CPCU, AIM Are, PFMM or FMDC is preferred. Extensive knowledge of underwriting, accounting, reinsurance, claims processing and technology is strongly preferred.

**What you need to succeed:**

* Strong leadership and interpersonal skills
* Dependable, organized and detail-oriented
* Manage time and organize/prioritize multiple tasks at a time
* Work with little direction in a high-pressure environment
* Collect, evaluate and interpret data in both statistical and narrative form
* Exceptional written and oral communication skills as well as excellent listening skills
* Above average knowledge of computers and Microsoft Office Suite, in particular Microsoft Excel

**Who we are:**

Danish Mutual Insurance Association has a rich history that goes back over 135 years. We work hard to take care of our employees, our policyholders and our community. To find out more or apply for this opportunity, here is how you can reach us:

* You can email your cover letter and resume to Julie Noble at jnoble@cainellsworth.com
* You can check out our web-site at www.danishmutual.com