



## Claims & Loss Prevention Manager

### JOB OVERVIEW

The Manager is a high-level adjusting and client-facing position.

High-level adjusting includes multi-line Claims including professional liability (i.e. Cyber, D&O, Bond, etc), property and casualty Claims within authority. Interacts with customers, claimants, adjusters, attorneys, third party administrators and insurance companies, as well as all levels of personnel within the organization. Handles claims outside of the Examiner's authority under the supervision of the Claims & Loss Prevention Director. This position will adjust litigated and complex claims for a single line or multiple lines of coverage including workers' compensation, general liability, auto, property, management and professional liability, bankers blanket bond and possibly other lines of coverage.

This position provides subject matter expertise to the members of the Risk Management & Insurance department, its customers, insurance brokers, commercial insurers, and other strategic partners. This position is also responsible for articulating and presenting coverage concepts to a vast and diverse customer base. These activities include the ability to prepare and deliver presentations on commercial insurance coverage and risk management concepts at customer meetings and conferences.

Salary range for this position is \$79,000-\$110,000 annually.

### JOB RESPONSIBILITIES

- Adjusts litigated and complex claims for self-insured and insured clients within authority level(s). This includes determining compensability/coverage/liability, authorizing appropriate medical care or repairs, and filing timely admissions with the Division of Insurance or reports to excess insurers. It also includes claims across multiple coverage lines including, but not limited to, Directors' and Officers', Professional Liability, Employment Practices Liability, Bankers Blanket Bond, Workers' Compensation, General Liability, Auto, Property, and possibly other lines of coverage.
- Adjusts Claims, including litigated claims, that exceed authority under the direction and supervision of the Claims & Loss Prevention Director.
- Maintains timely communication with injured employees, employers, medical providers, and vendors to assure prompt and adequate treatment is received to facilitate full recovery and an early return to work.
- Maintains timely communication and oversight with clients, claimants, third-party vendors, and attorneys to facilitate a quick and fair resolution of all injuries or damages.
- Participates and oversees claim reviews with auditors, customers and other stakeholders as requested.
- Establishes and maintains (or directs the maintenance of) appropriate reserves, payments, and notes into the claims database. Maintains the integrity of the claims database by providing or entering accurate information. Able to demonstrate the features of our RMIS database to others.
- Assists the Claims & Loss Prevention Director in maintaining Claim's desktop procedures, producing, and analyzing data for customer stewardship reports and handling other claims as requested.
- Assists Claims & Loss Prevention Director by reviewing adjuster files to ensure quality.

- Participates in department activities and functions, including marketing to new clients, as appropriate.
- Assists Management in developing Risk Management communications, tools, and strategies to be disseminated to Customers.
- Clearly and concisely articulates, presents, and explains technical insurance coverage concepts and policy provisions to customers, brokers, underwriters, Boards of Directors.
- Performs other similar duties as assigned or necessary.

## JOB REQUIREMENTS

- Bachelor's degree required.
- Seven or more years' claims experience or the equivalent in the property & casualty industry required.
- Master's Degree preferred
- Designations preferred (i.e. CPCU, CIC, ARM, AIC)
- Multi-lines claims handling experience preferred.
- Experience handling claims of self-insured clients preferred.
- Experience handling D&O, EPL, Cyber Claims preferred.
- Experience presenting to C-Suite preferred.
- Agricultural industry experience preferred.
- Travel required at 15-25%.
- Ability to analyze claims data and clearly articulate and translate same into business analysis report/graphics demonstrating claims trends and developments.
- Strong verbal and written communication skills for working with employees at all levels of the company and clients.
- Organizational skills.
- Proven attention to detail and solid analytical skills.
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint)
- Able to meet deadlines under pressure and adjust to changing priorities.
- Able to prioritize and manage several tasks at once.
- Able to maintain a consistently high level of productivity and accuracy.
- Able to work in a fast paced, service-focused environment.
- Must enjoy working in a team environment while also able to work independently.
- Work in a collaborative environment with interruptions, distractions, and multiple deadlines.
- Manage adversarial claims situations diplomatically while maintaining boundaries.

## An Overview of FCCS. Our Expertise. Our Services.

FCCS was created in 1975 to help clients enhance their organizations and optimize their operations. In the 45 years since, we have:

- **Expanded** our business and consulting services to address the increasingly dynamic challenges of the marketplace.
- **Introduced** leadership development, governance, and talent management programs that have earned strong praise from boards, executives, and human resource officers, alike.
- **Addressed** the financial and operational concerns our clients face at the most pragmatic levels with legal consulting services, strategic risk management, and collective buying power.

- **Diversified** our clients and programs, bringing growth, new energy, and insight to our organization.

Headquartered in the Denver Tech Center, with approximately 50 employees, FCCS is proud to serve a variety of clients across the U.S.

We provide:

- Governance and Leadership Development
- Conferences, Programs, and Events for Professional Development
- Executive Coaching
- Thought Leadership and Professional Speakers
- Strategic Talent Management
- Merger, Acquisition and Corporate Finance Advisory
- Risk Management and Insurance Management
- Passkey Affinity Program

The unique blend of our expertise, services, programs, and conferences enables us to create enriching business solutions and help organizations to be more.

## JOIN OUR GROWING TEAM!

*Compensation:*

- ✓ *Competitive Salaries*
- ✓ *Annual Performance Bonuses*

*Benefits:*

- ✓ **90% employer paid** health insurance options
- ✓ *9-12 paid holidays annually*
- ✓ *Generous paid vacation and sick time*
- ✓ *Generous 401k matching and other benefits*
- ✓ *Casual Dress Code*
- ✓ *Collaborative and welcoming work environment*

**Interested candidates should email a cover letter, resume and salary requirements to**

**[human\\_resources@fccsconsulting.com](mailto:human_resources@fccsconsulting.com)**

**FCCS is an equal opportunity employer (EOE).**

**FCCS may require job candidates to successfully complete a background check as a condition of employment.**