



## ***Position Description***

**Position Title: Vice President, Employee Benefits Producer**

**Compensation: \$90,000 - \$150,000 base plus one of the most competitive commission incentive plans in the market for new and renewal business. Car Allowance, Cell Phone Reimbursement, Vacation, Medical & Dental, 401K.**

**Locations: Norwalk, CT, Rochester, NY, Mechanicsburg, PA, Pittsburgh, PA**

**Reports to: V.P. Business Development | Producer Team Lead**

**Overnight Travel: Minimal**

**Relocation Package: Negotiable**

### **BACKGROUND**

Our client is an exceptionally successful bank-owned agency that provides coverage for all lines of insurance and has a strong history of building client loyalty by exceeding expectations. The Health & Welfare division offers a variety of solutions for their clients including 4 key areas:

1. Benefits Consulting (for all health & ancillary coverages and Wellness initiatives).
2. Claim analytics (financial planning, forecasting and actuarial services)
3. Benefits Administration (employee communication, online enrollment and call center)
4. This agency has its own private benefits exchange (including decision support tools)

Producers have the tools and products to provide innovative strategic solutions while offering great value that client's need. They also have the distinct advantage of cross-selling with bank and commercial lines partners.

Our client is looking for dynamic, high-energy Employee Benefits Producers to help grow their health & welfare/employee benefits business. Our client has the breadth of resources to support your efforts.

Whether you are considering a position in upstate New York, Pennsylvania or Connecticut, each location will provide you a big town experience without the high cost of living and hassles of a large city. If you are into sports, dining, the arts, shopping, you can find it in or nearby any of the locations outlined in this document.

### **PRIMARY ROLE:**

The role of the Employee Benefits Producer is to produce new business and retain customers by working closely with clients, prospects and internal sales and services teams.

### **KEY RESPONSIBILITIES:**

- Generate New Revenue by leveraging the array of resources available.
- Cross sell with other areas of the organization including, Property and Casualty products, Personal Lines, Surety, Captive and Banking.
- Develop and retain a book of business.
- Continually improve technical and selling skills through continuing education and available training.
- Execute on activities and behaviors as determined by Sales Manager to ensure successful sales habits and protocols. Complete sales activity reports as deemed by Sales Manager.
- Subscribe to a consultative sales approach that sells our client's value proposition.
- Clearly articulate value proposition and execute effective sales techniques.
- Choose and pursue a niche including the identification of opportunity, available networking possibilities and business plan for success.

- Maintain client relationship and position internal service staff as primary contact on accounts for day-to-day activities on client service needs.
- Develop an annual marketing plan that provides details of how to achieve annual new business goal, outline new business development activities, related expenses, trade show/advertising/promotional options and resources needed to meet plan.
- Utilize all sales and marketing tools available including CRM, Zywave, First Research, Drip Campaigns, etc., to meet new business and retention objectives.
- Document all sales activities and prospecting information to ensure all items are current.
- Follow all procedures and work flows to maximize available resources and enable producer to spend majority of time on new business development activities.
- Support corporate objectives to improve efficiency and profitability.
- Ensure individual producer compensation is accurate on a monthly basis and report and discrepancies as soon as practical.
- Set priorities and manage responsibilities to ensure efficient, timely, and accurate execution of job duties.
- Keeps informed regarding industry information, new product information, legislation, coverages and technology to continuously improve knowledge and performance.
- Meet validation requirements within prescribed timeframe (if applicable).
- Maintain valid insurance license(s) meeting all continuing education requirements.
- Must adhere to pertinent laws, regulations, Compliance Policy and external compliance requirements.

#### **MINIMUM QUALIFICATIONS:**

- High School Diploma; college degree preferred.
- Current Employee Benefits experience required.
- Ability to work with details.
- Above average written and oral communication skills.
- Good mathematical skills.
- High degree of self-discipline and motivation.
- Above average telephone personality and ability to deal with people, in difficult and emotional situations.
- Ability to utilize computer and understand functionality.
- Demonstrate skills of persuasion and negotiation.
- Life and Health license or ability to obtain.
- Satisfactory completion of agency testing requirements.
- Must hold valid State driver's license and ability to drive a vehicle.

Our client offers an excellent work environment, a full range of benefits, including medical and vacation.

#### **For Immediate Consideration:**

Please reply in confidence to: [info@thepeople.com](mailto:info@thepeople.com) and reference job code SUP/FN#8415.

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