



**DEPARTMENT OF BUSINESS AND INDUSTRY
DIVISION OF INSURANCE**

**UNCLASSIFIED JOB ANNOUNCEMENT
Posted – May 14, 2025**

Deputy Division Administrator, Insurance – Captive Insurers

RECRUITMENT OPEN TO:

This is an open competitive recruitment, open to all qualified applicants.

AGENCY RESPONSIBILITIES:

The Department of Business and Industry, Division of Insurance, is charged with safeguarding consumer rights and upholding the public's interest in its interactions with the insurance industry. It holds the critical responsibility of regulating and overseeing the insurance sector to ensure compliance and protect the interest of Nevada's residents.

APPROXIMATE ANNUAL SALARY:

Up to \$135,201 plus benefits*

**Salary range reflects retirement (PERS) contributions by both the employee and employer. An employer paid contribution plan is also available with a reduced gross salary.*

BENEFITS:

The State benefits package includes a retirement system, paid medical, dental, vision, life, and disability insurance, twelve (12) paid holidays, paid annual leave and sick leave. Other employee-paid benefits such as deferred compensation plans are also available.

POSITION LOCATION:

Carson City, Nevada

POSITION DESCRIPTION:

Under the general direction of the Nevada Insurance Commissioner, the Deputy Commissioner provides strategic leadership and comprehensive oversight of the Captive Insurance, Market Regulation, Corporate and Finance, and Producer Licensing Sections of the Division.

Key Responsibilities include:

- Captive Insurance: Oversee Nevada's captive insurance program, including regulation of approximately 100 captive insurers and 160 protected cells. Promote Nevada's captive program through attendance at industry conferences, engagement with service providers,

and training of captive section staff. Review and approve new captive applications and business plan changes.

- Corporate and Finance: Lead Corporate and Finance section oversight, monitoring financial solvency of domiciled carriers in alignment with NAIC accreditation schedules.
- Market Regulation: Direct Market Regulation section operations, ensuring compliance with Nevada statutes and regulations for authorized carriers.
- Producer Licensing: Supervise Division's Producer Licensing section, ensuring statutory compliance across 260,000 licensees and overseeing examination and continuing education requirements.

SPECIFIC JOB DUTIES:

In addition to these core duties, the Deputy Commissioner collaborates with section leadership to align with the Division's strategic goals and performance metrics. The incumbent participates in weekly senior leadership meetings, contributing to strategic planning and execution while overseeing special projects assigned by the Commissioner to foster operational improvements and enhance Division objectives. The Deputy Commissioner ensures regulatory oversight and market compliance by conducting bi-monthly evaluations of the Market Regulation section's performance and ongoing examinations. The incumbent monitors compliance across Nevada's insurance marketplace, ensuring carriers adhere to filed rates, claims handling procedures, and sales practices. Additionally, the Deputy Commissioner oversees statutory financial analyses and required examinations for authorized carriers, title agencies, and cemeteries to maintain financial integrity within the industry. Stakeholder engagement is a key component of this role, including the management of the Commissioner's Agent/Broker Advisory Committee, which meets quarterly to address industry concerns. The Deputy Commissioner maintains ongoing communication with licensees, trade associations, and consumer advocacy groups, fostering collaboration and ensuring industry alignment. The Deputy Commissioner also represents the Division in discussions with the Governor's staff on key insurance-related matters. Beyond state-level responsibilities, the Deputy Commissioner plays a vital role in legislative and national representation. They present to Legislative committees during legislative sessions and interim periods to advocate for regulatory priorities. Furthermore, the Deputy Commissioner attends National Association of Insurance Commissioners (NAIC) meetings, serving as Nevada's representative in national regulatory discussions.

TO QUALIFY:

Bachelor's degree with major coursework in business administration, accounting, finance or a related field is required. Additionally, candidates must possess a minimum of three years of managerial experience and at least five years of experience in the insurance industry. Alternatively, an equivalent combination of education and experience may be considered.

KNOWLEDGE, SKILLS AND ABILITIES:

This position will require a comprehensive understanding of the Nevada Revised Statutes related to insurance regulation. Candidates must possess in-depth knowledge of types of insurance, policy forms, and the regulatory framework governing the insurance industry. Strong analytical skills, attention to detail and the ability to interpret and apply statutory requirements are essential. Additionally, the role demands excellent communication and leadership abilities to effectively manage and mentor team members, ensuring compliance and promoting a collaborative work environment.

LETTERS OF INTEREST

All letters of interest and resumes will be accepted on a first-come, first-served basis. Hiring may

occur at any time during the recruitment process. Letters of interest and resumes will be accepted until this recruitment is satisfied.

TO APPLY:

Please submit a resume, letter of interest, and three (3) professional references to:

Nevada Division of Insurance

Attention: Scott Kipper

1818 E. College Parkway, Suite 103

Carson City, Nevada 89706

hr@doi.nv.gov

Special Instructions:

Resumes must include a detailed description of the applicant's education and employment history. This should encompass the scope of responsibility, salary and history.

The State of Nevada is an equal opportunity employer dedicated to building diverse, inclusive, and innovative work environments with employees who reflect our communities and enthusiastically serve them. All applicants are considered without regard to race, color, national origin, religion or belief, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, domestic partnership, genetic information (GINA), or compensation and/or wages.