

VP, Risk and Compliance Manager

Location:	Hybrid. Can be remote but expectation of coming into the office during board meetings and/or executive meetings
Department:	CBC Risk
Reports To:	Chief Risk Officer
Supervises:	N/A
FLSA Exemption Status:	Exempt

JOB SUMMARY

We are seeking an expert in ACH & bankcard processing -, to help drive and support the payments business, working in lockstep with internal and external business partners. The candidate should have a deep background in payments compliance, risk and fraud prevention and have experience in one of many different verticals - digital e-commerce, fraud detection and prevention, credit risk or issuance. It's a hands-on, cross-functional, highly-engaged job.

Furthermore, the compliance and risk manager shall help facilitate legal reviews and process agreements for CBC Payments Solutions Department. Working in collaboration with our payments and legal team, you will play an integral part of shaping CBC's evolving PSD programs, designing and delivering best-in-class solutions to measure, track, and mitigate risk.

This position requires a deep understanding of all payments compliance factors; it requires remaining up to date payments trends, with card brand and Nacha rules and best practices and being able to identify and effectively apply new rules, laws, regulations and trends related to ACH and bankcard processing.

PRIMARY FUNCTIONS (Other Duties May Be Assigned)

- Provide oversight of compliance of all CBC's payments verticals and programs.
- Maintain Program Documentation – specifically relating to Governance, Risk and Compliance relating to Policies and Procedures, and ensure their upkeep in relation to ongoing regulatory changes.
- Facilitate monitoring and testing of Programs internal controls and address any control failures in a timely manner
- Coordinate all legal processes served on the Bank – for payment(s)-related matters – including subpoenas, judicial citations, and coordinate between CBC Payments and subsidiaries to ensure timely and proper delivery of the required information

- Manage and reply to all payments-related complaints specifically relating to regulatory, website, amongst other information secured.
- Manage all law firm invoices related to PSD – creating billing codes – for all legal and not just PSD, tracking, logging, allocation, redacted invoice requests, etc.
- Facilitate Quarterly Program reporting to the Payment Solutions Governance Committee
- Serve as a Member for Payments Solutions Committee, and participate in requested committees
- Provide ongoing reporting to the Board and the President/CEO to ensure they are fully informed on the condition of the CBC Payments & its subsidiaries and important factors influencing it

QUALIFICATIONS:

Education/Training/Experience:

Required: Minimum 5 to 7 year(s) experience in Payments. Banking knowledge preferable.

Desirable:

- Bachelor's degree in business administration, finance, or closely related field.
- 5-7 years of Banking experience a plus.
- AAP certification a plus
- Flexible and open working style, with an ability to quickly establish trust and credibility
- Experience working in a multifaceted, results driven environment.
- Comfortable managing ambiguity and working with cross-functional teams.

Knowledge of:

- Regulatory Guidance, Development of Policies and Procedures
- Payments - BankCard Regulations (VISA, Mastercard, Discover, AMEX) and ACH (NACHA Regulations)
- Banking operations and ongoing reporting requirements
- UDAAP and other Consumer Protection laws

Abilities:

- Excellent communication skills both verbal and nonverbal
- Proficient with all Microsoft Office products
- Ability to multitask and prioritize
- Excellent attention to detail, strong investigative and analytical skills

Licenses; Certificates; Special Requirements:

CPP, AAP or similar highly preferred, but not required.