**Finance of America Companies**

<table>
<thead>
<tr>
<th><strong>Position Title:</strong></th>
<th>Policy Analyst</th>
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<tbody>
<tr>
<td><strong>Position Type:</strong></td>
<td>Full-Time</td>
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<tr>
<td><strong>Compensation:</strong></td>
<td>Salaried</td>
</tr>
<tr>
<td><strong>Start Date:</strong></td>
<td>Early March</td>
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<tr>
<td><strong>Location:</strong></td>
<td>Remote-Central Office located in Conshohocken, PA</td>
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**Job Requirements**

**Job Description**

- Manages, plans, leads, develops, and assists in the coordination and communication of new policies and procedures relevant to the implementation of security guidance and solutions.
- Documents current state policy and procedures, researches best practices, identifies gaps, and develops target state for IT security oversight process.
- Provides Cybersecurity technical control advisory regarding regulatory requirements regarding financial practices, relevant strategic initiatives, and emerging technologies/trends.
- Develops controls referential to security architectures and strategies, technical standards, and requirements related to information system security project.
- Creates customized ISP policy controls align with NIST 800-53 controls set with emphasis on NPI, PII data information.
- Conducts/leads meetings and interviews of IT teams (and business units when necessary) to understand current IT processes to reflect correct policy management.
- Researches appropriate industry regulatory requirements (FINRA, NYDFS, GDPR, CCPA, SOX, FFIEC, PCI) for policy enrichment.
- Identifies gaps and/or areas for improvement.
- Works collaboratively with the teams to develop solutions.
- Manages projects, monitors deliverables and ensures timely completion.
- Documents Information Security Procedures.
- Assists in the development, maintenance and implementation of OneTrust, GRC IRM SNOW tool and processes to streamline and automate compliance and control activities in policy management.
- Supports the enterprise Information Security and IT compliance awareness, communication, and education programs.
- Provides excellent customer service in support of program activities.
- Develops and maintains an ongoing relationship with control owners and key stakeholders including, IT, business lines, Internal Audit, and external third parties.
- Assists with the maintenance and update of GRC program documents.
- Maintains an understanding of Company and GRC risk management objectives.
- Assists with other Information Security and GRC initiatives as needed.
- Performs ongoing education and training in Information Security related areas.
- Provides subject matter expertise related to IT General Controls and Information Security policies and standards.
- Maintains data within system of record which tracks issues, engagements and metrics that gets communicated throughout the organization.
- Required to perform duties outside of normal work hours based on business needs.

**Skills & Qualifications:**

- Minimum 5 years of experience in cybersecurity environment
- At least 5 years of experience in cybersecurity policy development, NIST 800-53 control activities
- Deep understanding of compliance requirements, standards, and guidelines governing security within the Financial, State and Federal (e.g. NIST publications, NYDFS, FFIEC, SOX,)
- Deep understanding of NIST Special Publications; NIST 800-53 rev 4,800-series
- Familiarity with the System Development Lifecycle (SDLC) and how to implement security into the process properly
- Experience with developing IT security metrics to facilitate compliance with Federal guidelines
- Ability to support daily interaction with client management about day-to-day activities and strategic direction
- Excellent oral and written communication skills targeted at a variety of technical and non-technical audiences
- Documentation experience with the standard MS Office Suite, Visio, Project, and SharePoint
- Ability to bring innovative ideas and exercise professional judgment within defined business model, methodologies, and procedures

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<tr>
<th>Education:</th>
<th>Bachelor’s Degree Preferred not required</th>
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<tr>
<td>Certification(s):</td>
<td>Required: CGEIT, CISSP or similar certification preferred</td>
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<tr>
<td>Travel:</td>
<td>% of Travel Required- 0%</td>
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**Contact Information**

| Job Reference: | POLIC01931 |
| *Contact Name: | Lloyd Woods |
| Email Address: | Lloyd.woods@financeofamerica.com |
| Telephone: | |
| Fax: | |
| Website: | https://recruiting.ultipro.com/FIN1006FIOA/JobBoard/ea26052b-b8a2-489f-b1dc-3acc6bac391d/OpportunityDetail?opportunityId=568e295e-a5e6-4b54-98f4-7fe3feeb4fe5 |

**What We Do**

*Finance of America Companies provides a diverse selection of lending products and services that meet customers’ financial needs throughout each phase of their lives. From home loans, to reverse mortgages, to commercial loans and lender services, we deliver a positive customer experience and do business with a personal touch.*

We are deeply committed to our employees as well as to our customers. Our people are the heart and soul of all that we do. In our vibrant culture, constructive ideas are welcome, innovation is rewarded and our shared successes are celebrated.

**Our History**

In 2013, our founders started this company with a novel idea to reinvent the traditional finance company model. To create a diverse selection of lending products and services, we brought together more than 15 strong, innovative businesses focused on loan origination, investing and other lending services. This business model, our vibrant culture and our commitment to customers have empowered us to continue expanding our capabilities.

**Special Instructions:**

Please provide updated resume and desired salary.