

**Opening Date:** 11<sup>th</sup> May, 2022  
**Closing Date:** 25<sup>th</sup> May, 2022  
**Location:** Tortola  
**Commission:** Police Service Commission  
**Remuneration/Benefits:** Stipend

# VACANCY NOTICE

## Chairman, Police Service Commission

Government of the Virgin Islands



### ROLE SUMMARY

The Government of the Virgin Islands is seeking to fill the role of Chairman of the Police Service Commission. The Police Service Commission's role is to ensure the upholding of the Public Service Values of integrity, accountability, leadership, teamwork, and respect; while providing advice on appointments to public offices and removing and exercising disciplinary control over persons holding or acting in such offices in consultation with His Excellency the Governor.

### ABOUT THE COMMISSION

The Commission consists of five members all appointed by the Governor; two (2) by his discretion; one (1), acting in accordance with the advice of the Premier; one (1) acting in accordance with the advice of the Leader of the Opposition; and one (1) acting after consultation with the Police Welfare Association.

The Governor, in consultation with the Premier and the Leader of the Opposition, appoints one of the five members of the Police Service Commission to be the Chairman.

Potential candidates should not be a member of, or a candidate for election, the House of Assembly, or holds or acts in any public office.

The Police Service Commission is guided by **The Virgin Islands Constitution Order, 2007**.

### MAIN RESPONSIBILITIES

1. Advise the Governor with respect to appointments, promotions and transfers of relevant officers,
2. Advise the Governor with respect to the confirmation of individual officers to the police service and the passing of promotional or efficiency bars,
3. Advise the Governor on any disciplinary matter pertaining to a relevant officer,
4. Conduct or cause to be conducted any proceedings for the hearing of disciplinary proceedings for misconduct and complaints made by the public in relation to a relevant officer,
5. Advise the Governor with respect to the removal from office of a relevant officer,
6. Review and recommend legislation pertaining to appointments to, or removals from, relevant offices, or to the exercise of disciplinary control over relevant officers,
7. Identify and address factors which inhibit and undermine discipline in a relevant service,
8. Perform such other related functions as the Governor may from time to time direct.

### BEHAVIOURAL COMPETENCIES

1. Manage time to meet the objectives of the Commission
2. Must be trustworthy and confidential
3. Manage self to set an example
4. Have the ability to make decisions
5. Remain politically impartial
6. Possess a natural affinity for cultivating relationships while convening, facilitating, and building consensus among diverse individuals;
7. Possess personal qualities of integrity, credibility, and a passion for improving the Public Service; and preside over meetings of the Commission.

### WORKING CONDITIONS/

- Normal office environment

### HOW TO APPLY

Candidates wishing to serve in this capacity are asked to submit their interest in the form of a **résumé** and cover letter in a sealed envelope marked 'Open by Addressee Only' to the attention of:

Executive Private Secretary to the Governor  
Office of the Governor  
Road Town, Tortola  
British Virgin Islands