



# VACANCY NOTICE

## INTERNAL AUDIT ADVISORY COMMITTEE

The Government of the Virgin Islands is seeking a qualified person to fill the **vacancy of Internal Audit Advisory Committee – Chairperson and Member**

The Ministry of Finance invites applications for the positions of Chairperson and Independent Member of the Internal Audit Advisory Committee. These roles are vital in ensuring the effectiveness and integrity of internal audits within public authorities, in line with the Public Finance Management Act.

### Key Responsibilities of the Committee:

- Establish standards and procedures for conducting internal audits within public authorities.
- Advise the Internal Audit Department on audit performance, systems of internal control, and policies.
- Develop and recommend an annual audit programme, identifying public authorities to be audited and addressing audit deficiencies.
- Review audit reports submitted by the Director of Internal Audit.
- Ensure accountability to the Minister for the Committee's operations and adherence to standards.

The Internal Audit Advisory Committee ensures a balanced representation of expertise, including both government officials and external professionals. The composition includes:

### Chairperson

- A highly reputable individual from the accounting or auditing profession. The Chairperson leads the Committee, ensuring effective governance and strategic direction. They oversee the development and implementation of

audit programmes and preside over all meetings.

### Independent Member

- A non-public officer who brings external expertise, ensuring objective, independent advice to the Committee. This member adds valuable perspectives from outside the public sector, contributing to the development of audit standards and governance.

### Appointment and Term:

Chairperson and Independent Member: Appointed by the Cabinet on the recommendation of the Minister for a term not exceeding three years, with eligibility for reappointment.

### Eligibility:

- Applicants for both the Chairperson and Independent Member roles must demonstrate significant professional experience, integrity, and competence relevant to the Committee's functions.

### Remuneration:

- Non-public officer members may be entitled to remuneration or allowances as approved by the Cabinet.

### Application Process:

Interested candidates should submit the following:

- A cover letter outlining their qualifications and experience.
- A detailed resume.
- Two references supporting their professional standing.

Applications should be addressed to:

Mr. Jeremiah Frett  
Financial Secretary  
Ministry of Finance  
Government of the Virgin Islands  
Road Town, Tortola,  
British Virgin Islands

Applications may also be submitted via email to [mof@gov.vg](mailto:mof@gov.vg) no later than 5th December 2024. Only shortlisted candidates will be contacted for an interview.

### Notes:

**Applicants must reside in the British Virgin Islands.**

### CLOSING DATE:

**Monsday, 16th December 2024.**