



# VACANCY NOTICE

## BOARD MEMBER - BOARD OF IMMIGRATION

The Government of the Virgin Islands is seeking three (3) qualified persons to fill the following:

### Members on the Board of Immigration

Persons who wish to serve on the Board should be:

- A Virgin Islander as defined under Section 65(2) of the Constitution of the Virgin Islands; or
- A person deemed to belong to the Virgin Islands under Section 2(2) of the Constitution of the Virgin Islands; or
- A person who holds a Certificate of Belonger Status under Section 16 of the Immigration and Passport Act for a minimum of 20 years; and
- A person permanently resident in the Territory.

### BOARD OF IMMIGRATION

The Board of Immigration was established under Section 14 of the Immigration and Passport Act. The Board's role is to be advisory and consultative, concerning or connected with the entry of persons into the Territory, and the residence and occupation in the Territory of persons who do not belong to the Territory, but shall have no executive or administrative functions.

### BOARD MEMBERS JOB SUMMARY

In contributing to the advisory and consultative functions of the Board, prospective candidates must bring special talent, skills and knowledge. This may include Board experience, understanding of basic Board procedures, business, and an enthusiasm for the work of the organisation.

Persons applying to serve on the Board should have the professional competencies and a balance of skills that match the mandate and responsibilities of the Board of Immigration.

### THE IDEAL CANDIDATES SHOULD EMBODY THE FOLLOWING QUALITIES

- Willingness to make a professional commitment to the Board in carrying out its vision and mission and actively contribute to the discussion on related topics;
- Willingness to learn, the ability to listen and make sound recommendations;
- Leadership and problem-solving skills;
- Clearly understand the immigration and migrant needs of the Territory;
- Partner with the Chairperson to ensure that all Board recommendations are carried out and that actions to achieve the Board's strategic goals are successfully executed;
- Demonstrate a commitment to confidentiality, integrity, and good corporate governance;
- Capable and willing to attend scheduled Board meetings, and actively contribute to the Board's deliberations;
- Develop a good working relationship with other Board members and contribute to the Board's working relationship with the Chief Immigration Officer;
- Think strategically, manage complexity and act decisively;
- Possess analytical skills, be open-minded and adaptable; and
- Demonstrate the ability and willingness to work effectively and collaboratively in a group.

### TRAINING/SKILLS/EXPERIENCE/ REQUIREMENTS

Board members must possess the requisite leadership skills, sound knowledge of the Territory's cultural heritage, knowledge of the Immigration laws of the Territory, knowledge and/or have a willingness to learn about and analyze emerging issues in immigration, law and human rights, both locally and globally.

### PRIMARY RESPONSIBILITIES

Include, but are not limited to:

- Participating as a member of the Board to establish a Point-based system that shall

be applied for the determination of applications made under Sections 16 and 18 of the Immigration and Passport Act;

- Reviewing applications for Residence and Belonger Status and making recommendations to Cabinet; and
- Accessing, recommending and monitoring the Immigration Quota limits set by the Quota-Setting Committee for Residence and Belonger Status, based on the national development priorities.

### COMPENSATION

Apart from Public Officers, stipends are paid to members of the Board.

### HOW TO APPLY

Applications should entail a Cover Letter, the Application Form and its supporting documents, and a Résumé/Curriculum Vitae.

### Applications should be addressed to:

Permanent Secretary  
Ministry of Financial Services, Economic  
Development and Digital Transformation  
Government of the Virgin Islands  
Road Town, Tortola VG1110  
Virgin Islands

Applications should be delivered electronically to the following email address by the closing date.

**Email:** [mfseddt@gov.vg](mailto:mfseddt@gov.vg)

**Subject line:** "Application for Board Membership – Immigration"

For more information, please contact the Ministry by emailing [mfseddt@gov.vg](mailto:mfseddt@gov.vg) or calling **(284)468-2006**.

### CLOSING DATE:

**Friday, 21<sup>st</sup> February, 2025**