



VACANCY NOTICE FESTIVAL AND FAIRS COMMITTEE BOARD

The Government of the Virgin Islands is seeking five qualified persons to serve as:

1. a secretary,
2. public relations officer
3. and three members on the Festival and Fairs Board, at least two of whom must be residents of the Sister Islands of Virgin Gorda and Jost Van Dyke.

Persons who wish to serve on the Board should be:

- a) deemed to belong to the Virgin Islands by birth or descent; or
- b) a resident in the Virgin Islands for a minimum of 25 years and holding a certificate of belonger status for the same period

FESTIVAL AND FAIRS BOARD

The Festival and Fairs Board was established under Section 4 of the Act. The Board's roles include preparing, conducting and managing annual festivals and other entertainment activities designated under subsection (2); (b) to initiate cultural and recreational activities and encourage public participation in those activities;

BOARD MEMBER

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. Generally, the Committee is responsible for and prospective members must contribute towards:

1. The preparation, conduct and management of annual festivals and other entertainment activities;

2. Initiating cultural and recreational activities and encouraging public participation;
3. Undertaking and assisting in the development of projects that will generate funds for the Committee and for the purpose of providing financial support to any organization that is engaged in social, cultural or charitable activities for the benefit of members of the public;
4. Advising the Minister on such other matters as may be referred to the Committee by the Minister;
5. Effectively developing and promoting festivals and other cultural activities in the Territory.

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 Festival and Fairs Board.

THE IDEAL CANDIDATES SHOULD EMBODY THE FOLLOWING QUALITIES:

- a) 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;
- b) Willingness to learn, the ability to listen and make sound recommendations;
- c) Clearly understand the cultural needs of the Territory;
- d) 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;
- e) Demonstrate a commitment to confidentiality, integrity, and good corporate governance;

- f) Capable and willing to attend scheduled Board meetings, and actively contribute to the Board's deliberations;
- g) Develop a good working relationship with other Board members and contribute to the Board's working relationship with the Chair of the Festival and Fairs Committee;
- h) Think strategically, manage complexity and act decisively;
- i) Possess analytical skills, be open-minded and adaptable; and
- j) 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 and/or have a willingness to learn about and analyze emerging issues in law and human rights, both locally and globally.

Applicants should complete the application form, email and/or hand deliver it with a cover letter, resume or curriculum vitae and submit to:

**Permanent Secretary
Ministry of Tourism, Culture and Sustainable Development
Cutlass Tower
Second Floor
Road Town, Tortola, Virgin Islands**

**Tel: (284) 468-2152
Email: MTCS@gov.vg**

CLOSING DATE: 24th August, 2023