



VACANCY NOTICE

National Bank of the Virgin Islands Chairperson

The Government of the Virgin Islands is seeking a qualified person to fill the following position:

Chairperson of the Board of Directors of the National Bank of the Virgin Islands Limited

Role Summary: The Chairperson of the Board of Directors (the "Board") plays a vital leadership role in shaping the strategic direction of the National Bank of the Virgin Islands Limited (the "Bank"), overseeing operations, and ensuring effective governance. The primary objective is to provide clear guidance and direction to the Board, ensuring the Bank operates in alignment with its mission, vision, and regulatory requirements. In this role, the Chairperson presides over board meetings, and fosters a collaborative environment to make informed decisions in the best interest of the Bank and its stakeholders. The Chairperson holds ultimate responsibility for the activities of the Board and provides leadership to its various committees. Additionally, the Chairperson acts as the spokesperson for the Board and serves as the principal point of contact for the Chief Executive Officer ("CEO"). To excel in this position, the Chairperson must demonstrate strong leadership skills and possess a sound understanding of the banking industry.

Minimum Educational Requirements: Bachelor's Degree in field of expertise; banking, accounting, finance, or business preferred.

Training/Skill/Experience Requirements:

- Minimum seven (7) years working experience in field of expertise, preferably with prior board experience.
- Excellent leadership and written and oral communication skills.
- Ability to maintain confidentiality.
- Sound judgment, integrity, and a commitment to upholding the highest ethical standards.
- Strong understanding of financial markets, regulations, and risk management practices.
- Working knowledge of banking laws and regulations.
- Ability to assess and analyse financial statements.
- Proficiency in Microsoft Office.
- Knowledge of the local business landscape, economic conditions, and community needs in the Virgin Islands is desirable.

Primary Responsibilities include, but are not limited to:

1. Leadership and Governance:

- Provide leadership to the Board of Directors and set the agenda for meetings.
- Uphold high standards of corporate governance and compliance with regulations.
- Chair Board meetings and meetings of assigned committees and ensure proper record keeping.
- Ensure proper induction, education, and training for Board members.

2. Strategic Direction and Risk Management:

- Collaborate with the executive team to refine strategic objectives.
- Evaluate and manage risks associated with the Bank's operations.
- Steer the development, review, and oversight of the Bank's Strategic Plan.

3. Financial Oversight and Performance Evaluation:

- Review financial reports, budgets, and performance metrics.
- Evaluate the performance of Board members, including the CEO.
- Lead the review of the Bank's Integrated Annual Report.

4. Stakeholder Relations and External Engagement:

- Represent the Bank in key external relationships and advocate for its interests.
- Engage with stakeholders, regulators, and industry associations to stay informed.

5. Committee Oversight and Policy Assessment:

- Liaise with Committee Chairs to ensure efficiency and compliance.
- Lead the assessment and approval of Bank policies by the Board.

NOTES:

- Applicants must reside in the British Virgin Islands.**
- Selected candidates are subject to review by the Approved Persons Regime of the BVI Financial Services Commission (FSC). The guidelines stipulate the following minimum qualifications and requirements for appointment:**

Fit and Proper: The FSC evaluates the candidate's honesty, integrity, reputation, competence, capability, and soundness of judgment. Shortlisted candidates will be required to submit a written Police Report, along with other required documents.

Education: The candidate should possess a relevant diploma unless their experience in a relevant field (at least seven years) compensates for the lack of academic achievement. Additional training may be required if qualifications are deemed insufficient.

Experience: A minimum of five years of experience in a relevant field is required.

General Managerial Experience and Skills:

Candidates should have effective communication skills, organisational abilities, familiarity with human resources policies, adaptability in stressful situations, and the ability to understand various informational documents.

Compensation: Apart from Public Officers, stipends are paid to members of the Board, at rates determined by the House of Assembly.

How to Apply

Submit a Cover Letter and Résumé/ Curriculum Vitae inclusive of the following information:

- Biographical information
- Employment record
- Areas of expertise – specialist knowledge
- Educational background/qualifications
- Community involvement
- Previous Board experiences including dates
- Disability status
- Disclosure of any criminal conviction, bankruptcy, or Conflict of Interest
- References

Applications should be addressed to:

Permanent Secretary
Ministry of Financial Services, Labour, and Trade
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: permanentsecretarymfslt@gov.vg For more information, please contact the Ministry by emailing mfslt@gov.vg or calling (284) 468-2097

Closing date: **24th January 2024**