GOVERNMENT OF THE VIRGIN ISLANDS

VACANCY NOTICE

Tel: (284)468-2730
Official Government Website:
https://gov.vg

Vacancies: Prospect Reef Resort Board

Release Date: 15 December, 2025



The Government’s Vision to transform the Virgin Islands into a leading economy through entrepreneurship, innovation and local and foreign investment. This means creating a thriving, vibrant, diversified and innovative, knowledge-based economy, with an attractive business environment that ensures full employment and full participation in global trade.

PROSPECT REEF RESORT BOARD of DIRECTORS

The Shareholders are seeking to fill the vacant positions of Executive/Managing Director and one (1) Director on the Board of Directors for the Prospect Reef Resort management Company as follows:

1. Managing Director

The Managing Director is responsible for providing support to Company Executive Board of Directors. The Managing Director may act in the company’s best interest to manage the company and to support the Chair in the effective leadership of the Board and provide a sounding avenue for advising the board about the position and best operational outcome for the affairs of the company.

Primary Responsibilities include, but are not limited to:

- Strategic planning: Implementing the company's business strategy, in line with the Board's and the shareholders long-term development objectives.
- Operational oversight: Managing the company's daily operations, ensuring targets are met, Properties values are maximized, main and approving workflows.
- Financial management: In accordance with Board of Directors, overseeing and managing the company's financial stability, including budgets, investments, and financial reports.
- Staff management: Supervising senior management, overseeing professional development, and creating a company culture.
- Company relations: Building and maintaining relationships with stakeholders, partners, and regulators.
- Company representation: Acting as the public face of the company as Directed

and agreed by the Board of Directors, including at events and conferences.

- Board Relations: Provide leadership and advice to the Board and acts as an important link between the board and the Managing Director duties in relation to the Company's need to create the conditions for overall effectiveness of the Redevelopment of the Prospect Reef Resort.

Training/Skill/Experience Requirements:

a) Provide leadership and advice to the Board and acts as an important link between the board and the Managing Director duties in relation to the Company's need to create the conditions for overall effectiveness of the Redevelopment of the Prospect Reef Resort.

b) Sets the strategic objectives for the Redevelopment of the Prospect Reef Resort in delivering results, in terms of ambitious returns on investment and value for money.

c) Promote effective relationships and open communication to ensure effective functioning of the board and proper information flow to the board.

d) Establish good governance practices and procedures and promotes the highest standards of integrity, probity and governance throughout the Prospect Reef Management Company Ltd., and particularly at Board level.

e) Create an attractive formula to encourage partner with large international brands that have a global marketing structure already in place and which are synonymous with high-quality service.

f) Create opportunities and communicating with potential investors progressing the redevelopment of Prospect Reef Resort.

g) Set the framework for progressing with the investment and re-development of Prospect Reef Resort.

h) Provide transformational leadership and oversight of the Redevelopment of the Prospect Reef Resort by accelerating the expansion and upgrade of the Virgin Islands, room stock

i) Set, in consultation with the Managing Director, the Board meeting schedule and agenda to take full account of the important, critical and strategic matters.

j) Ensure that the Board, as a whole plays, a full and constructive part in the development and determination of the redevelopment strategies, and that Board decisions taken are in the best interests of the Virgin Islands and fairly reflect Board's consensus.

k) Facilitate open and constructive communications amongst board members and encourage their contribution to board deliberations.

l) Promote effective relationships and open communication to ensure effective functioning of the Board and proper information flow to the Board.

m) Set, in consultation with the Managing Director, the Board meeting schedule and agenda to take full account of the important, critical and strategic matters.

n) Plan the conduct and timing of meetings, in conjunction with the Managing Director, and chair meetings of the Board.

o) Ensure that the Board, as a whole plays, a full and constructive part in the development and determination of the Resort's strategies, and that Board decisions taken are in the best interests of the Virgin Islands and fairly reflect Board's consensus.

p) Ensure that the strategies and policies agreed by the Board are effectively implemented by the Managing Director.

q) Facilitate open and constructive communications amongst Board members and encourage their contribution to board deliberation.

r) Ensure that the information provided to the Board is relevant, accurate, timely and sufficient to keep the board appropriately informed of the performance of the Resort and of any developments that may have a material impact on the Resort or

its performance.

s) Serve as public and media spokesperson for the Board.

Competencies:

a) Develop an effective working relationship with the Chair, and Board members based on a full understanding of the role of the Board in overseeing the re-development and monitoring operations of the Resort in accordance with the Laws and Bye-Laws of the Company and any other legal agreements entered into by the Company.

b) Understand and focus on the strategic oversight and issues of the Resort's successful operations and the way it integrates with the wider community.

c) Know and understand the role and responsibilities of the Company and its mandate as deemed necessary by the Laws and Bye-laws provided by the shareholders.

d) Act as confidant to the Chair and the Board in matters the Board and Chair wishes to discuss regarding the work of the Board and the functioning of the Company.

e)

Training/Skill/Experience Requirements:

Minimum ten (10) years working experience in the field of expertise:
Property management/development, regeneration, hotel management, project management, investment and promotion, leisure and tourism, finance, economics, management, among other related business sector leadership.

a) Ability to maintain confidentiality
b) Ability to exercise discretion and good judgment
c) Sound written and oral communication skills
d) Financial, business and managerial acumen
e) Basic understanding of laws and regulations
f) Proficiency in Microsoft Office

2. BOARD MEMBER

Persons applying to serve on the Board or nominated should have the professional competencies that match the mandate and responsibilities of the Chairman of the Board. The ideal candidates embody the following qualities:

a) Possess the requisite leadership skills and experience in sectors directly relevant to the Board’s and Company’s functions and responsibilities. Clearly understand the industry, management company and the needs of its stakeholders.

b) Capable and willing to attend scheduled Board meetings, and actively contribute to the discussion.

c) Review agendas and supporting materials prior to Board and committee meetings.

d) Attend meeting and make a substantial active contribution to Board deliberations. Share recommendations on how the Board can enhance the effective performance of its functions and mandate.

e) Partner with Chair to ensure that all Board resolutions are carried out and that actions to achieve the Company’s strategic goals are successfully undertaken.

f) Develop a good working relationship with other Board members and contribute to the Board's working relationship with the senior management of the Company’s.

g) Demonstrate a commitment to confidentiality and good corporate governance.

h) Think strategically, manage complexity and act decisively.

i) Demonstrate ability and willingness to work effectively and collaboratively in a group.

j) Possess an innovative spirit and the ability to think out of the box.

Address Applications to only:

Permanent Secretary
Ministry of Tourism Culture and Sustainable Development
Cutlass Building
2nd Floor Road Town,
Tortola British Virgin Islands
Tel: (284) 468-2152
Email: MTCSD@gov.vg

Closing date: 29 December 2025

For Additional Information Contact:

Angela U Burns
Information Officer II
Premier's Office
Government of The Virgin Islands
Tel: +1 284 468 9445
Email: aburns@gov.vg
Website: https://gov.vg/
Facebook: https://www.facebook.com/BVIGovernment/

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PROSPECT REEF RESORT BOARD OF DIRECTORS

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PROSPECT REEF RESORT BOARD OF DIRECTORS

The Shareholders are seeking to fill the vacant positions of Executive/Managing Director and one (1) Director on the Board of Directors for the Prospect Reef Resort Management Company as follows;

1. MANAGING DIRECTOR

The Managing Director is responsible for providing support to Company Executive Board of Directors. The Managing Director may act in the company's best interest to manage the company and to support the Chair in the effective leadership of the Board and provide a sounding avenue for advising the board about the position and best operational outcome for the affairs of the company.

PRIMARY RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO:

- **Strategic planning:** Implementing the company's business strategy, in line with the Board's and the shareholders long-term development objectives.
- **Operational oversight:** Managing the company's daily operations, ensuring targets are met, Properties values are maximized, main and approving workflows.
- **Financial management:** In accordance with Board of Directors, overseeing and managing the company's financial stability, including budgets, investments, and financial reports.
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- **Company relations:** Building and maintaining relationships with stakeholders, partners, and regulators.
- **Company representation:** Acting as the public face of the company as Directed and agreed by the Board of Directors, including at events and conferences.
- **Board Relations:** Provide leadership and advice to the Board and acts as an important link between the board and the Managing Director duties in relation to the Company's need to create the conditions for overall effectiveness of the Redevelopment of the Prospect Reef Resort.

TRAINING/SKILL/EXPERIENCE REQUIREMENTS:

a) Provide leadership and advice to the Board and acts as an important link between the board and the Managing Director duties in relation to the Company's need to create the conditions for overall effectiveness of the Redevelopment of the Prospect Reef Resort.

b) Sets the strategic objectives for the Redevelopment of the Prospect Reef Resort in delivering results, in terms of ambitious returns on investment and value for money.

c) Promote effective relationships and open communication to ensure effective functioning of the board and proper information flow to the board.

d) Establish good governance practices and procedures and promotes the highest standards of integrity, probity and governance throughout the Prospect Reef Management Company Ltd., and particularly at Board level.

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i) Set, in consultation with the Managing Director, the Board meeting schedule and agenda to take full account of the important, critical and strategic matters.

j) Ensure that the Board, as a whole plays, a full and constructive part in the development and determination of the Resort's strategies, and that Board decisions taken are in the best interests of the Virgin Islands and fairly reflect Board's consensus.

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r) Ensure that the information provided to the Board is relevant, accurate, timely and sufficient to keep the board appropriately informed of the performance of the Resort and of any developments that may have a material impact on the Resort or its performance.

s) Serve as public and media spokesperson for the Board.

COMPETENCIES:

a) Develop an effective working relationship with the Chair, and Board members based on a full understanding of the role of the Board in overseeing the re-development and monitoring operations of the Resort in accordance with the Laws and Bye-Laws of the Company and any other legal agreements entered into by the Company.

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a) Ability to maintain confidentiality

b) Ability to exercise discretion and good judgment

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d) Financial, business and managerial acumen

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Permanent Secretary
Ministry of Tourism Culture and Sustainable Development
Cutlass Building
2nd Floor Road Town,
Tortola British Virgin Islands
Tel: (284) 468-2152
Email: MTCSD@gov.vg

CLOSING DATE:

29th December 2025.

Additional Documents or Media

- vacany_notice_prospect_reef_resort_board_of_directors.pdf