



VACANCY NOTICE

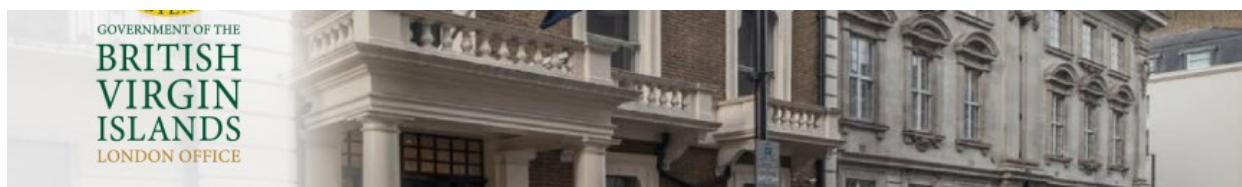
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Official Government Website:

<https://gov.vg>

Research and International Affairs Officer Vacancy - BVI London Office

Release Date: 9 January, 2026



ARE YOU SEEKING OPPORTUNITIES FOR GROWTH?

The BVI London Office is seeking
qualified persons to fill the
following position of

RESEARCH & INTERNATIONAL AFFAIRS OFFICER

United Kingdom (BVI London Office)



For a detailed role profile and other important
information, please visit the website: <https://gov.vg>

Please see documents for further details.

For Additional Information Contact:

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Information Officer II

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Facebook: <https://www.facebook.com/BVIGovernment/>

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VACANCY NOTICE
BVI LONDON OFFICE RESEARCH AND INTERNATIONAL AFFAIRS OFFICER

Position: Research & International Affairs Officer
Location: United Kingdom (BVI London Office)
Employment Type: Full-time
Salary: £42,000 per annum plus applicable allowances

Eligibility: Open only to BOTC passport holders (territory of the Virgin Islands), the role is a skilled position with a passion for international affairs and policy analysis. The role is a full-time position where research, analysis, and diplomacy are essential if you have strong analytical skills and a keen interest in global developments affecting small states, we want to hear from you.

About Us
The BVI London Office represents the interests of the Virgin Islands in the United Kingdom, Europe, and internationally. We are committed to advancing the Virgin Islands' policies, strengthening relationships with key partners, and providing opportunities for growth and collaboration.

Role Overview
As the Research & International Affairs Officer, you will provide timely research, analysis, and policy advice on international, political, and economic developments. You will prepare high-quality reports, briefings, and recommendations, while supporting the Office's engagement with government officials, think tanks, and international organisations.

Key Responsibilities

- Monitor UK, European, and international developments affecting the Virgin Islands.
- Produce reports, briefing notes, and policy recommendations for senior officials.
- Support high-level visits, official events, and international conferences.
- Collaborate with government ministries, international organisations, academics, and media.
- Research opportunities for trade, investment, and partnerships.
- Contribute to the Office's public diplomacy and communication efforts.

Essential Criteria

- Must be a BOTC passport holder (territory of the Virgin Islands).
- Business degree in International Relations, Public Affairs, Economics, Law or related field.
- Proven research and policy analysis experience.
- Excellent writing, analytical, and communication skills.
- Ability to prioritise, meet deadlines, and work under pressure.

Desirable Criteria

- Postgraduate qualification in a relevant field.
- Experience in diplomacy, government, or international organisations.
- Familiarity with UK and its political system.
- Knowledge of the Government of the Virgin Islands and its priorities.

Why Work With Us?

- Join a mission-driven office advancing the Virgin Islands' interests on the global stage.
- Varied role combining research, analysis, and stakeholder engagement.
- Opportunity for professional growth and development.
- Competitive salary of £42,000 per annum plus applicable allowances.

How to Apply
Please submit the following documents:
A cover letter outlining your interest in international relations and your motivation for applying.
A CV/Resume highlighting relevant academic background and experience.
Two references (either academic or professional).
Validatable proof of British Overseas Territories Citizenship (territory of the Virgin Islands).
Please submit your applications outlining your relevant experience and suitability for the role to hr@bvilondon.vg by 30th January, 2020.
Only shortlisted candidates will be contacted for interview.