GOVERNMENT OF THE VIRGIN ISLANDS

VACANCY NOTICE

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

Higher Education Licensing Board Vacancy Notice

Release Date: 8 June, 2026



The Government of the Virgin Islands invites suitably qualified persons to apply for appointment as A member to the Higher Education Licensing Board, in accordance with Part II of the Higher Education Licensing Act, 2016.

VACANT POSITION

• Member

ABOUT THE HIGHER EDUCATION LICENSING BOARD

The Higher Education Licensing Board was established under Section 3 of the Higher Education Licensing Act, 2016.

The Act stipulates that the Board shall consist of a Chairman and no fewer than seven (7) members.

The Board is responsible for:

- Considering and making recommendations to the Minister with respect to applications for licensing;
  Maintaining a register of the providers of higher education that are licensed under the Act and the programmes of study that are accredited by an approved accrediting body;
- Establish requirements with which a provider must comply in order to be licensed;
- Recommend the revocation of a license granted to, or conferred on, any provider; and
- Recommend the number of licenses to be issued or exclusive licenses to be granted.

TRAINING, SKILLS AND EXPERIENCE REQUIREMENTS

Applicants should possess:

- A minimum of five (5) years' experience in higher education;
- The ability to maintain confidentiality;
- Sound judgement and discretion;
- Strong written and oral communication skills;
- Financial, business and managerial acumen;
- A basic understanding of laws and regulations;
- Proficiency in Microsoft Office applications.

BOARD MEMBER ATTRIBUTES

Persons applying or being nominated should demonstrate competencies aligned with the Board's mandate. Ideal candidates should:

- Possess strong leadership skills and relevant sector experience;
- Understand the Board's functions and stakeholder needs;
- Be willing and able to attend meetings and contribute actively;
- Review agendas and supporting materials in advance of meetings;
- Participate meaningfully in deliberations and decision/making;
- Collaborate effectively with the Chairman, Board members, and senior management;
- Maintain high standards of confidentiality and corporate governance;
- Demonstrate strategic thinking, sound judgement, and decisiveness;
- Work effectively in a team environment;
  Display innovation and forward-thinking;
  Have no conflicts of interest relating to the functions of the Board during their tenure.

HOW TO APPLY

Interested persons should submit:

- A cover letter indicating the specific position for which they are applying; and
- A résumé or curriculum vitae.

SUBMISSION ADDRESS:

Permanent Secretary

Ministry of Education, Youth Affairs and Sports

Creque Building, 2nd Floor Road Town, Tortola VG1110

The Virgin Islands

Tel: (284) 468-2151

Email: MEC@gov.vg

CLOSING DATE:

Wednesday, 9th September, 2026

For Additional Information Contact:

Ministry of Education, Youth Affairs and Sports
Telephone: 1-284-468-2151
Email: mec@gov.vg

Additional Documents or Media

- higher_education_licensing_board_vacancy_notice.pdf