



# VACANCY NOTICE

## BVI HEALTH SERVICES AUTHORITY BOARD

The Government of the Virgin Islands is seeking a qualified person to serve as a Member of the BVI Health Services Authority.

### HEALTH SERVICES AUTHORITY BOARD

The BVI Health Services Authority ("the Authority") is a Statutory Body established under the BVI Health Services Authority Act, 2004 and falls under the portfolio of the Minister for Health and Social Development. The BVI Health Services Authority Board ("the Board") has responsibility to establish and institute policies for the efficiency, good order and effective management of the Authority.

The role of the Board is to set the strategic direction for the administration of the Dr. D. Orlando Smith Hospital and community health services, as well as to determine policies for the provision of health services based on the healthcare needs of the Territory. Among the Board's varied functions is responsibility to establish and manage programmes and services that promote, protect, and maintain good health in communities throughout the Territory, ensure continuous improvement in the quality of care provided to patients, and ensure adequate management of the Authority's resources.

The Cabinet may appoint seven to nine persons to serve on the Board on recommendation of the Minister. Two of these persons must be nominated by the Leader of the Opposition. Among those appointees, a person may be appointed as the member of the Board – after consultation with the Leader of the Opposition, and subject to the approval of the House of Assembly. Another appointee may be designated as Deputy Chairperson on recommendation of the Minister.

### SKILLS AND COMPETENCIES REQUIRED

Person applying to serve on the Board must be willing to make a professional commitment to the Board in carrying out its functions; be able to attend scheduled meetings, including meetings of assigned Board committees, and make a substantial active contribution to Board deliberations. Ideal candidates should demonstrate the qualities and professional competencies that match the mandate and responsibilities of the Board, including:

- a) Highly developed skills in leadership and problem-solving;
- b) Commitment to confidentiality, integrity, and good corporate governance;
- c) Ability to think strategically, manage complexity and act decisively;
- d) Strong communication and interpersonal skills, and the ability to maintain good working relationships;
- e) Ability to exercise discretion and good judgement; and
- f) Innovation and adaptability.

### AREAS OF EXPERTISE

Candidates must have knowledge, experience and expertise in medicine, law, accounting, nursing, insurance, social work or other professions.

Consideration will also be given to persons representing the BVI Chamber of Commerce and Hotel Association, academia and the religious community.

### COMPENSATION

With the exception of 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 that include the following information:

1. Biographical information
2. Employment record
3. Areas of expertise – specialist knowledge
4. Educational background/qualifications
5. Community involvement
6. Previous Board experiences including dates
7. Disability status
8. Disclosure of any criminal conviction, bankruptcy, or Conflict of Interest
9. References

### Applications should be addressed to:

Permanent Secretary  
Ministry of Health and Social Development  
Government of the Virgin Islands  
Road Town, Tortola VG1110  
British Virgin Islands

Applications should be delivered electronically to the following email address by the closing date:

**Email:** [ministryofhealth@gov.vg](mailto:ministryofhealth@gov.vg)

For more information, please contact the Ministry by email or call **(284) 468-2174 /2272**

**CLOSING DATE:** Friday, 1<sup>st</sup> May, 2026