GOVERNMENT OF THE VIRGIN ISLANDS

VACANCY NOTICE

MEDICAL AND DENTAL COUNCIL

The Government of the Virgin Islands, Ministry of Health and Social Development is seeking a suitable fit and proper person to serve as a Member on the Medical and Dental Council.

MEDICAL AND DENTAL COUNCIL

The Medical and Dental Council was established under the Medical Act, 2000 (No. 4 of 2000) and its primary responsibility is the registration and regulation of medical and dental professionals working in the Territory. The registration process ensures that the credentials presented are genuine and that individuals meet the requirements necessary to practice medicine and dentistry in the Virgin Islands.

The basic functions of the Council are issuing certificates of registration to enable physicians to practice medicine, monitoring and maintaining standards of practice, investigating complaints against physicians on behalf of the public, and conducting disciplinary proceedings into allegations of professional misconduct or incompetence of physicians.

In accordance with Schedule 1 of the Medical Act, 2000 amended via the Medical (Amendment) Act, 2013, the Medical and Dental Council shall comprise not more than seven persons appointed by the Minister, with the approval of Cabinet as follows:

a) two medical practitioners and one dental practitioner;

b) one member on the recommendation of the Medical and Dental Association;

c) two members from among persons with knowledge, experience and expertise in law, academia, the religious community, or any other fit and proper person; and

d) the Chief Medical Officer, ex-officio.

COUNCIL MEMBERS

Persons applying to serve as a member on the Medical and Dental Council should have the professional competencies that exemplify integrity, respect, and a balance of skills and experience that supports the purpose of the Council.

THE IDEAL CANDIDATE EMBODY THE FOLLOWING QUALITIES:

a) Be willing to make a professional commitment to the Medical and Dental Council in carrying out its functions;

b) Be willing to attend scheduled meetings, and actively contribute to the Council's deliberations.

c) Possess leadership skills and experience in areas relevant to the Council's functions and responsibilities;

d) Commit to confidentiality, integrity, and good governance;

e) Demonstrate the ability to think strategically, manage complexity and act decisively;

f) Possess strong communication and interpersonal skills;

g) Exercise discretion and good judgement.

TERMS OF SERVICE

As stipulated in Act, members of the Council, other than the Chief Medical Officer, shall hold office for a term not exceeding three years but are eligible for re-appointment.

The Act further specifies that no member other than the Chief Medical Officer, shall hold office for more than two consecutive terms, but may be re-appointed after the expiration of one year.

COMPENSATION

Members of the Medical and Dental Council do not receive stipendiary compensation.

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

Additional Supporting Documents:

Please submit the following supporting documents:

- Copy of passport bio-data page;
- Criminal Record Certificate from your country of residence or local jurisdiction; and
- Copies of academic and professional qualifications.

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

Email: ministryofhealth@gov.vg

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

CLOSING DATE: Friday, 27th November, 2026