

Kidney Island | © Vicki Jackson

Candidate brief for the position of

Deputy Director of Natural Resources



Falkland Islands Government

January 2025



Diverse • Professional • Resilient • Resourceful

Dear Candidate,

Thank you for your interest in applying for the Deputy Director of Natural Resources post in the Falkland Islands. This truly is an exciting opportunity in an unparalleled location. We have made significant progress in the development of the public service to date, and we are looking for the new post holder to join us and be involved in leading future improvements. The role has a broad remit and carries significant responsibility which means that there is opportunity to make a big impact.

The Islands themselves have a land mass of around two thirds the size of Wales and are set in an area of outstanding natural beauty in the South Atlantic. This is a small but thriving society with a way of life very similar to that in the UK. There are also great local services, high employment and an ever-growing economy. For those with a sense of adventure, the Islands provide opportunities which are hard to match elsewhere in the world. Similarly, the Islands are an excellent retreat, with unspoiled landscapes, an abundance of wildlife and a vibrant community lifestyle. By taking time to understand and appreciate the Islands' special culture and heritage, you can be assured of a once in a lifetime experience in this role.

We hope this candidate brief gives you an insight into what the Deputy Director of Natural Resources role looks like, and whether it is the right role for you. To appreciate the nature, remit and responsibilities of this role, it helps to understand the context in which it operates. To do this, this candidate brief will outline more about the Falkland Islands Government, its purpose and its internal structure as well offering an insight to the Islands themselves and their people. If you believe your drive and ambition matches our desire to deliver first class public services, then we certainly want to hear from you.





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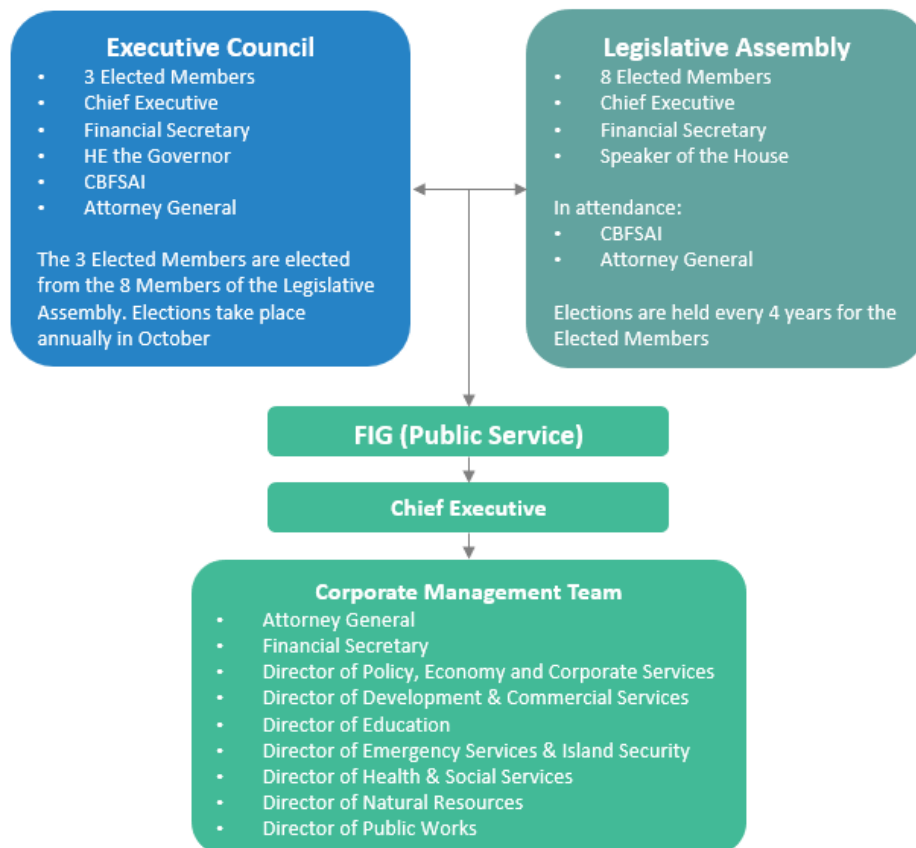
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About the Falkland Islands Government (FIG)

The Falkland Islands are a UK Overseas Territory where executive authority remains vested in His Majesty the King. This authority is exercised by HM’s Governor on his behalf. The Governor is advised by an Executive Council, comprising three elected Members of the Legislature, the Chief Executive and the Financial Secretary. The Structures of Government are as follows:



The Legislative Assembly

The passage of legislation, votes for expenditure and the annual budget (including taxation levels) are resolved by the [Legislative Assembly](#).

The Legislative Assembly comprises eight elected Members (three from Camp¹ and five from Stanley²), the Chief Executive and Financial Secretary. The Commander British Forces and Attorney General attend Legislative Assembly and are permitted to speak at it in matters related to their roles.



Celebrating 250 years of being British | © Zuvic

¹ Camp – the countryside, anywhere outside of Stanley, is known locally as Camp

² Stanley – the capital of the Islands



The City of Stanley | © FIG

The Assembly itself is presided over by a ‘Speaker’, who is elected by the Members of the Assembly. It currently meets monthly, and its proceedings follow a UK Parliamentary model, except that the Chief Executive and Financial Secretary do not vote on legislation. All eight elected Members are independent of political parties and each carry portfolios of services, which cover a wide array of diverse activities generally aligned with the functions of each FIG directorate and other government-funded entities such as the Falkland Islands Development Corporation and Falkland Islands Tourist Board.



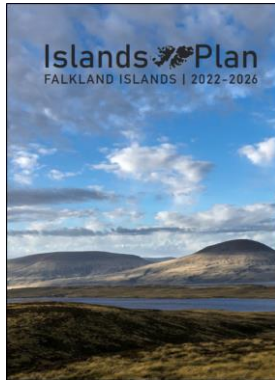
There is a wider network of approximately 20 committees, each of which generally includes at least two elected Members and a mix of civil servants and lay members. The Standing Finance Committee, for example, considers and monitors the budget and includes all eight Members. Such committees now meet in public, under rules mirroring the UK’s Local Government (Access to Information) Act. The intention is to speed up decision-making processes and strengthen transparency, accountability and scrutiny.

Executive Council

This forum is the policy making body of the Falkland Islands Government and is attended by the Attorney General and the Commander British Forces South Atlantic. Executive Council follows a UK Cabinet model, with meetings that are held in private (usually monthly).

The Islands Plan

The Falkland Islands Government operates against the background of the ‘[Islands Plan](#)’. The Plan has been established to encapsulate the high-level strategic aspirations agreed as being key to progressing the sustainable, economic, social and political development of the Falkland Islands for the benefit of all its residents. It is the job of the public service to deliver the Islands Plan and progress is tracked via the [Islands Plan Delivery Plan](#). Elected Members’ top priorities under the newly adopted Plan for 2022-2026 are:



- Self-Determination & Public Diplomacy
- Protecting the Environment
- Sustained Economic Development for the Islands
- Infrastructure, Transport and Communications
- Health, Wellbeing and Social Care
- Education, training, Workforce, Community & Culture
- Social Equity
- Safety & Security
- Organised & Effective Government

The Public Service

Government departments in the Islands’ mirror the entire range of UK civil service departments and also those services which are often provided by local government and other NGOs elsewhere. The business of Government itself is delivered by a core Public Service of circa 850 core employees, over 20% of which come from overseas: see www.falklands.gov.fk

Our vision and values

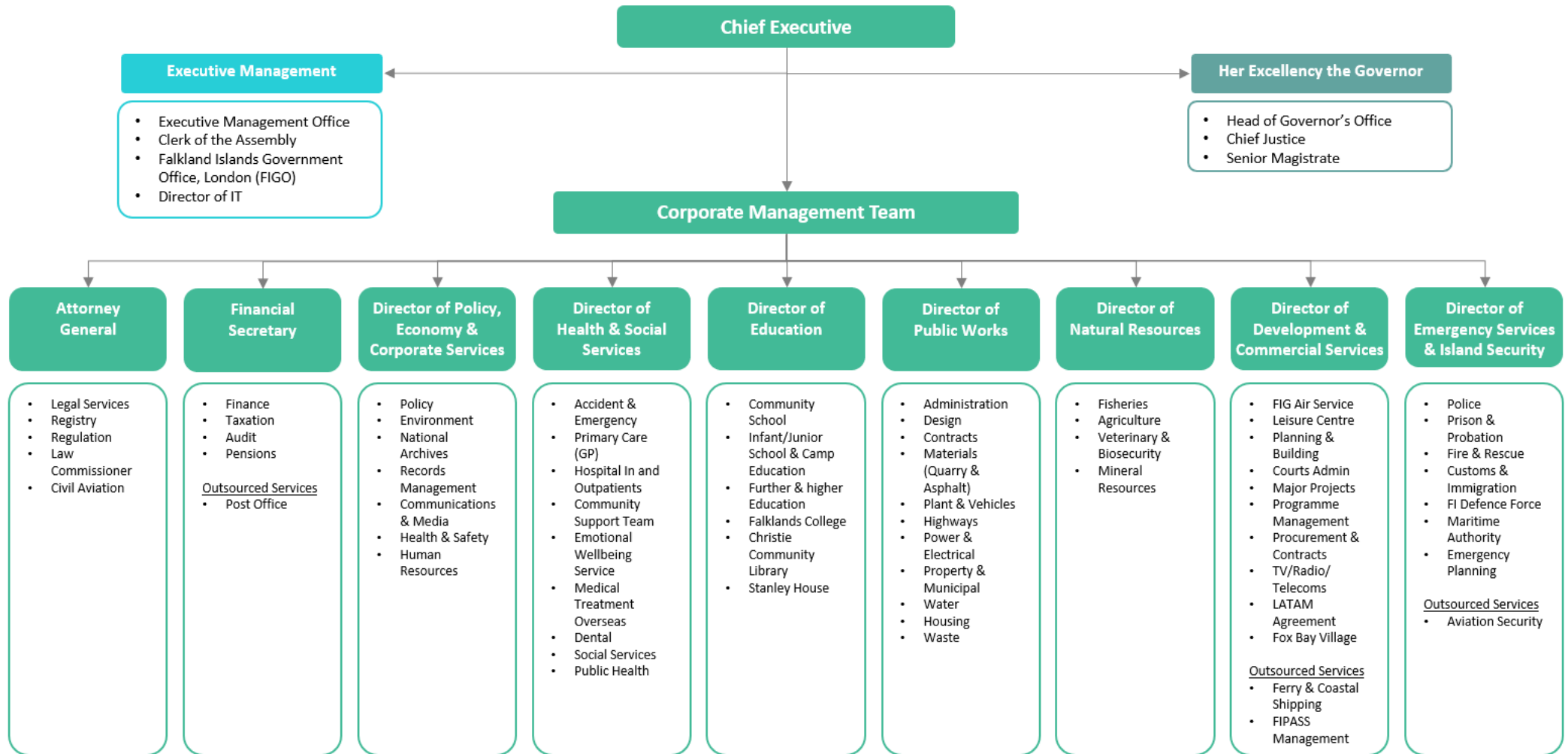
“In the public service we work together to deliver reliable and effective services for the Falkland Islands, enabling our community, environment and economy to flourish.”



Corporate Management Team (CMT)

Directors of the departments meet regularly in a forum known as the Corporate Management Team, (CMT), chaired by the Chief Executive, to consider corporate policy and strategy.

The public service organogram



The role of Deputy Director of Natural Resources

The Deputy Director of Natural Resources is accountable to the Director of Natural Resources and is responsible for supporting the director in the delivery of high-quality fisheries, minerals, agricultural and veterinary management strategies and policies to support the objectives of the government.

The Deputy Director is expected to work both across the department and across wider government to ensure that a coordinated approach is taken to the strategic development of the Natural Resources Directorate to support the economic development of the Falkland Islands.



Job facts and figures

- Approx. 60 staff in Fisheries, Minerals, Agriculture and Veterinary Services
- Revenue Budget of £39 million
- Expenditure Budget of £12 million
- The Department of Natural Resources incorporates FIG services within the areas of: Fisheries, Minerals, Agriculture & Veterinary.
- Reports to the Chief Executive

The main accountabilities of the post

Role specific

- Work with the director and heads of service to deliver on Islands Plan priorities for Natural Resources, by ensuring operational delivery plans are in place, monitored appropriately, and factored into key governance processes such as budget setting.
- Lead on planning and support activities to deliver high quality programmes including, but not limited to, the fisheries science programme, the fisheries control & enforcement programme, the continued development of an appropriate suite of agricultural services, and the development of a robust regulatory environment for the hydrocarbons industry, as well as undertaking any identified tasks required to meet the Environmental Strategy.
- Lead on contract management for outsourced services, across the directorate, ensuring contract reporting and assessment is completed in a timely manner and rectifications are implemented as needed.
- Undertake research and preparation of reports, and lead and develop projects including identification of need and the meeting of need in any area of the directorate.
- Ensure full knowledge of all activities and functions is continually maintained so as to ensure that when deputising for the director there is a continuity of functions and activities in their absence.
- Support the director in ensuring that the activities of Natural Resources operate in a co-ordinated manner to efficiently and effectively enable the achievement of the government's priorities.

Resource management

- With the director, develop, prepare and monitor the annual directorate budget to provide adequate financial resources for the directorate to carry out its assigned functions.
- Develop, in consultation with the director, the objectives, performance standards and resources for the directorate and be responsible for delivering



Top: Illex Squid | © Alex Blake

Bottom: Kelp at Cape Bouganville | © Roger May



the objectives and standards within the allocated resources – ensuring the proactive identification of performance and resource problems.

- Support heads of service with reviewing existing and/or developing new business plans and operational risk registers for all services, and monitor activities to ensure standards and targets are met throughout the directorate (including appropriate KPIs).
- Support the director in ensuring the effective management of the directorate’s resources including budgets, assets and people.
- Support the work of the Minerals team. This will include ensuring that Natural Resources and the wider FIG is prepared for major hydrocarbon projects as and when necessary and is prepared to operate as a stand-alone function if the need arises.
- Provide effective leadership and management for staff and ensure effective performance management of all sections, teams and individuals within the directorate.
- Take on line management of teams within the directorate as and when required, for example when heads of service posts are vacant.

Relationship building

- Maintain excellent communications and professional relationships with all directorate staff and other key stakeholders and relevant agencies and organisations.

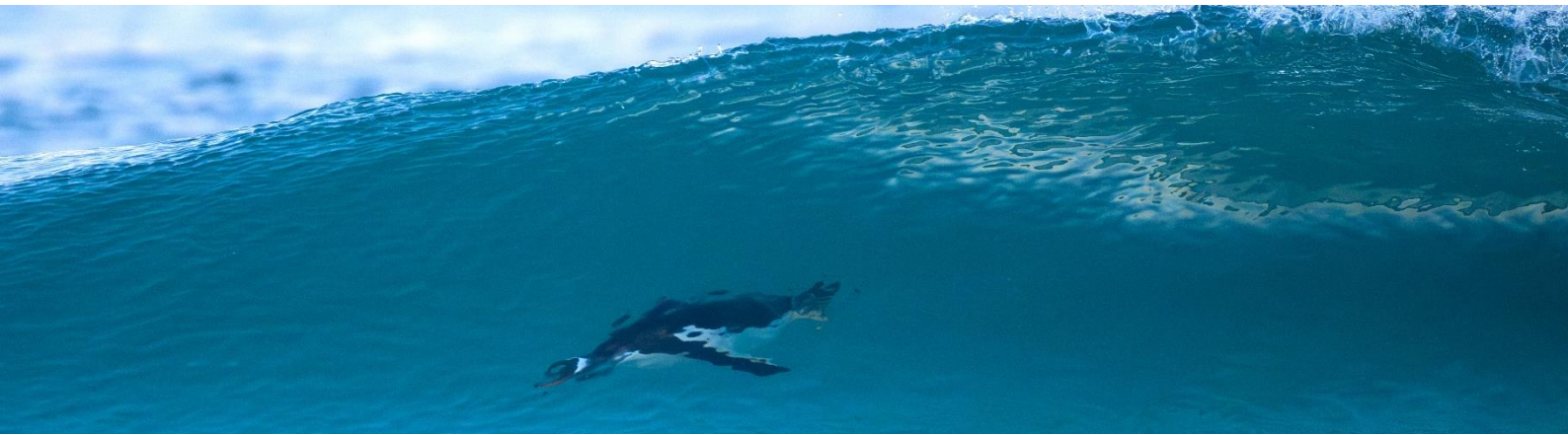
Environment

- Work closely with the Director of Policy and Economy and Corporate Services to develop and appropriately resource FIG’s environmental protection strategies, policies and procedures, including leading projects related to the fishing sector, agriculture, land management and mineral resources.

Corporate accountabilities

- Working closely with the director and other members of the Corporate Management Team to ensure that the Islands Plan Delivery Plan is delivered.
- Implement, where needed, and support management systems, processes and structures in line with corporate policies.
- Participate in and, when required, lead on corporate projects as agreed with director, including active membership of corporate working groups.
- Work co-operatively with heads of service, directors and members for the greater good of the government.
- Seek and build partnerships with other organisations, the not-for-profit and the private sectors to achieve the government’s goals.
- Ensure a high standard of service is provided by staff to all stakeholders and ensure that any concerns and member enquiries are dealt with effectively within corporate guidelines.

Given the breadth and scope of the Government, the above is of course not an exclusive or exhaustive definition of the duties of this position. The Deputy Director would be expected to undertake additional or other duties as may reasonably be required by FIG commensurate with the role and grade.



Gentoo Penguin in the surf | © Marc Bouldoukain

The candidate

The successful candidate will be able to demonstrate evidence of:

Knowledge, skills and experience

- Extensive (10 years plus) relevant work experience of leading complex and large-scale teams, projects and programmes of a similar level, ideally in a multidisciplinary organisation.
- Evidence of working in a senior operational delivery roles, including responsibility for effective business and financial planning and project management.
- Experience of effectively leading multi-disciplinary teams, including the ability to create a shared vision, promote co-operation and encourage excellence.
- Evidence of significant people management and (multi-disciplinary) team development experience.
- Experience of delivering change and transformation to organisational setups and service delivery to streamline and enhance services.
- Evidence of the ability to lead ‘trouble-shooting’ work to maintain reputation, meet legislative requirements, develop new approaches and deliver robust, cost effective outcomes.
- Able to grasp complex areas of work quickly, and work with spoken and unspoken political dynamics, to determine the type and level of engagement and influence needed in every scenario.
- Ability to understand, diagnose and engage in Government strategy and policy development activity and spot opportunities and risks across the breadth of disciplines and technical expertise.
- Ability to convert strategic ideas into workable plans and effect behaviour change and form strong, collaborative working relationships as well as communicate effectively in writing and verbally within a large complex organisation and with external stakeholders.
- Insightful and able to draw from others what they need and transfer this both into reports for Elected Members and the Corporate Management Team.
- Ability to effectively inspire, influence, motivate and coach others while maintaining/building morale.
- Proficient in the principles, methods, techniques and tools for the preparation and monitoring of budgets to minimise costs and ensure cost effectiveness.
- Highly computer literate including a good working knowledge of Word and Excel.
- Able to liaise effectively with the media locally and support elected Members and the Chief Executive and Directors in responding to the media.
- Well organised; able to manage a range of different tasks simultaneously whilst still maintaining quality output and meeting deadlines.

- Sound working knowledge of public sector service provision including both technical and budgetary aspects.
- Excellent relationship building skills including the ability to work proactively and collaboratively with senior stakeholders and partners to shape the policy agenda, and build alignments, find solutions, and implement delivery plans.
- Experience of performance management at organisational and individual staff level.
- Experience of strategic planning and programme management.

Character and personal attributes

- Pro-active and flexible.
- Able to build and maintain positive and productive working relationships with colleagues across the directorate.
- Able to gain and maintain confidence and respect of staff across the directorate.
- Maintains personal and professional credibility at all times.
- Aligns with FIG's core values – diverse, professional, resilient & resourceful.
- Responsible and dependable.
- Respects and maintains confidentiality at all times.

Qualifications and training

- Well educated - to equivalent of NVQ6/degree level, or other evidence of this level of ability (e.g. training record and job experience).
- Holds a current valid driving licence

For a full copy of the Job Description, please refer to Appendix 1 attached to this candidate brief.

The package

Duration of appointment

The post will be offered on a fixed term contact of up to four years initially, with the possibility of an extension for up to a further year.

The following package terms will apply to both Permanent Residents and applicants from overseas:

Salary

The salary for this post is at a **Grade A**, with a starting salary range from **£56,716.00 to £65,084.00** per annum dependant on qualifications and experience, (more may be available for an exceptional candidate).

Taxation

The remuneration package is subject to Falkland Islands taxation. As from 1st January 2025, the income tax personal allowance will be £16,860. The first £18,000 after the personal allowance limit and other allowable deductions are taxed at 21%, with any remaining amount being taxed at 26%.

The Falkland Islands also operate a Double Taxation Agreement with the UK. Please see <https://www.falklands.gov.fk/taxation/legislation> for more information.

Additional elements

For permanent residents

- **Pension**

In addition to the above, a successful applicant from the permanent resident market, (i.e., an applicant who holds either a Permanent Residents Permit or is a Falkland Islands Status holder) will also be eligible for the FIG occupational pension scheme. FIG will contribute the equivalent of 10% of their basic annual salary into the Scheme for the duration of the appointment. (A successful applicant would contribute 5% of their basic pensionable salary into the Scheme).

For non-permanent residents

In addition to the above noted salary and accommodation package, a successful overseas applicant, (who is not a permanent resident of the Islands and who would be required to relocate to the Falkland Islands to take up the post as a result), will be eligible for:

- **Annual gratuity**

The successful candidate will be eligible for an annual taxable gratuity payment equal to 25% of the basic salary earned.

- **Relocation package**

If relocating from the UK or Europe, there is a relocation grant of £2,000 for those coming to post unaccompanied or £2,500 if accompanied by a spouse/partner; an additional £100 is awarded for each dependent child that accompanies the individual to post. If relocating from elsewhere in the world, the grant is £3,000 for those who are unaccompanied or £3,500 if accompanied by a spouse/partner (plus £200 per dependent child coming to post).

- **Flights**

In addition to flights to the Islands to take up post and upon satisfactory completion of the contract, employees engaged on 'overseas contract' terms will be eligible for the following concessionary flights:

- 2-year contract – on the first anniversary of appointment
- 3-year contract – on the first and second anniversary of appointment
- 4-year contract – on the first, second and third anniversary of appointment

Such flights being between the Falkland Islands and the country of recruitment for themselves and each member of their dependant family who accompany them to post.



Other key elements of note for prospective applicants from overseas

- **Access to Medical/dental services**

An overseas appointee would have access to the Falklands Health Services. Most services, (including prescriptions) are currently free to residents of the Falkland Islands. However, charges are made for some items and the Health Service reserves the right to alter the charges for medical services. At present charges are made for spectacles, dentures and cosmetic dentistry such as crowns and bridges. The charges are variable, based on the cost of the materials (including freight).

- **Housing**

The Government maintains a housing stock from which it will make a house available to rent. Typical rents range from £400 for a one-bedroom maisonette property to around £850 for a 4-bed detached house. Private Sector accommodation is also available although this can be limited.

- **Education**

Education for children up to the age of 16 years is provided free at schools in Stanley. If the successful applicant's dependent children are aged under 19 years, where the qualifying criteria for an Education Allowance has been met in respect of any dependent to enable them to complete A Level studies (or equivalent) in the UK (and payment of such an allowance has been sanctioned by the Education Department), then this allowance will be paid at the rate from time to time prescribed by the Education Department on the terms set out by the Education Department.

N.B. Payment of this allowance is not guaranteed and may be subject to change during the course of an individual's term of employment. Any provision would not be provided to any dependents where an eligible child will reside with family members, a guardian or nominated carer during the term of the appointment to undertake such studies.

Recruitment process

Once the closing date for applications has passed, applications will be evaluated according to the person specification and the Selection Panel will select which candidates will be invited to take part in the initial stage of the process.

Candidates will be selected for interview based on how closely they demonstrate their skills and experience in relation to the job description and person specification. Applications should consist of a completed application form and a curriculum vitae detailing career and achievements, as well as a supporting statement which addresses the role description and person specification.

Please ensure that you complete the application form fully.



Timetable

The indicative timetable is as follows:

Stage	Date
Closing date for local applications	Friday 07 February 2025 <i>Please note that local applications will be accepted up until 16:00 local time. (UTC -3)</i>
Closing date for overseas applications	Sunday 16 February 2025 <i>Please note that overseas applications will be accepted up until 17:00 UK time.</i>
Interviews for all applicants	From week commencing 24 February 2025

Standard pre-employment checks

All candidates should note that FIG carries out the following pre-employment checks prior to appointing someone to a post. Any offer of employment will therefore be made on a conditional basis, subject to satisfactory checks being received. Where checks are found to be unsatisfactory, FIG reserves the right to withdraw any offer of employment.

References

All appointments are subject to at least two satisfactory professional references being provided. Please be specific when providing addresses/contact details for your referees. One of the references must be from your present employer or, if not currently employed, your most recent employer.



Professional membership/qualification checks/verification of identity

Applicants relying on equivalencies to those specified are responsible for providing evidence of how they meet the required standard. If such equivalence is not immediately clear, no enquiries will be made by FIG and the candidate's application may not proceed as a result. FIG reserves the right to make the final determination on the recognition of any equivalency.

You will also be required to produce original documents to verify your identity at interview, one of which must be photographic identification.

Criminal Record Checks

All applicants for Government posts will be asked to disclose convictions upon application. Criminal records will only be considered for recruitment purposes when the conviction record is relevant. Having an 'unspent' conviction will not necessarily bar a candidate from employment. This will depend on the circumstances and background to the offence(s).

Any information given will be treated as confidential and will be considered only in relation to the post to which the application refers.

Failure by a candidate to reveal information that is directly relevant to the post applied for could lead to the withdrawal of an offer of employment.

Successful candidates from overseas will also be required to submit an appropriate Police check as part of Islands Immigration requirements for Work Permit purposes.

Pre-employment Health Assessment

The Falkland Islands has good primary and secondary health care, but because of its geographical remoteness and size, it is not able to offer the full range of services that might be expected of a hospital of a similar size with more readily accessible resources.

Successful candidates from overseas will be required to undertake a pre-employment health assessment for the purposes of obtaining a Work Permit. The medical will normally be arranged with your own GP unless FIG advise otherwise. Such medicals will also be required for any dependents that are due to accompany you to post. It is important to note that if you have complex medical needs or may need ongoing medical support that is not practically/physically available on the Island or the provision of which is not economically viable, it is unlikely that you would meet the health standards required to obtain a Work Permit for the Falkland Islands. If any of your dependents also have such needs, they may not be able to accompany you as dependents on your Work Permit.

They would not, however, be prohibited from visiting the Islands, but this could only normally be done by means of a 'Visitors' permit. For more information on any related immigration issues, you can contact the Customs and Immigration Department on (+500) 27340.

Educational requirements for recognised dependents






If you are not a permanent resident and your dependents have special educational needs or if they are not able to access all aspects of the school curriculum in English without language support, this will be considered as part of the immigration process. While some support may be available, each case will be considered individually and will be based on the capacity available within the particular year group in the relevant school. If your dependents have complex special needs which cannot reasonably be met from the resources available in the Islands, it is unlikely that immigration criteria would be met and so they may be unable to accompany you as a dependent under the provisions of any work permit issued.

How to apply

The closing date for applications are as detailed in the timetable on page 14 of this candidate brief. To apply to join our team in a unique and breath-taking location, with penguins, dolphins and the wilderness just next door to your office you can contact us as follows:

For those applying from overseas

 www.jobs.gov.fk
 medwards@sec.gov.fk
 (+500) 27420

For those applying from within the Falkland Islands

 <https://falklands.gov.fk/jobs>
 medwards@sec.gov.fk
 (+500) 27420

For further information on the post, please contact James Wilson by email on jwilson@naturalresources.gov.fk or by telephone (+500) 27260.

Thank you for your interest in this post, we look forward to hearing from you.



Falkland Islands Government

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Email: recruitment@sec.gov.fk

Phone: +500 27420



www.falklands.gov.fk

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