

## Vacancy Notice: BVI Health Service Authority

Release Date: 3 June, 2025

The Government of the Virgin Islands is seeking a qualified medical practitioner 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

### SKILLS AND COMPETENCIES REQUIRED

Persons 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,

### 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:

The Government of the Virgin Islands is seeking a qualified medical practitioner interested in serving as a member on the BVI Health Services Authority Board.

The BVI Health Services Authority is a Statutory Body established under the BVI Health Services Authority Act, 2004.

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

Persons applying to serve on the BVI Health Services Authority should have the professional competencies that exemplify integrity, respect, and a balance of skills and experience that supports the purpose of the Board.

They are also expected to commit to carrying out the functions of the Board, commit to confidentiality, integrity and good governance as well as exercising discretion and good judgement.

With the exception of Public Officers, stipends are paid to members of the Board at rates determined by the House of Assembly.

Interested persons should submit a Letter of Interest and Résumé/Curriculum Vitae to the address provided below by the closing date **16th JUNE, 2025.**

Permanent Secretary

Ministry of Health and Social Development

Government of the Virgin Islands

Road Town, Tortola VG1110

British Virgin Islands

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

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