GOVERNMENT OF THE VIRGIN ISLANDS

PRESS RELEASE

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

Expression of Interest: Parliamentary Policy Advisor/Consultant

Release Date: 23 December, 2025

PARLIAMENTARY POLICY ADVISOR/CONSULTANT FOR HOUSE OF ASSEMBLY IN THE BRITISH VIRGIN ISLANDS

SPONSORING OFFICE

Office of the House of Assembly
Richard C. Stout Building
P.O. Box 2390
Road Town, Tortola VG1110
Virgin Islands

Expressions of Interest: Parliamentary Policy Advisor/Consultant for the Office of the House of Assembly in the British Virgin Islands

1. INTRODUCTION

1.1. The Government of the Virgin Islands (GoVI or the "Government"), acting through the Office of the House of Assembly desires to engage a qualified, professional, experienced, and resourceful Parliamentary Policy Advisor/Consultant for the period of twelve (12) months. The overarching objective of this consultancy is to assist with the reformation of the House of Assembly by providing high level advice on policy matters, advising the Speaker and Clerk on matters of parliamentary procedures, preparing and drafting policies in areas of legislative capacity, governance, transparency and responsiveness. This includes developing and executing a proactive policy agenda, advising on legislation and issues arising thereof, and providing guidance on parliamentary business.

1.2. GoVI therefore invites interested individuals to submit Expressions of Interest (EOI) for **Parliamentary Policy Advisor/Consultant for the Office of the House of Assembly** in the British Virgin Islands by 30th January, 2026 in a non-editable format to the Clerk (Mrs. Bethsaida Smith-

The Government of the Virgin Islands (GoVI), acting through the Office of the House of Assembly, hereby invites Expressions of Interest (EOIs) from qualified, professional, experienced, and resourceful individuals to be considered for the position of Parliamentary Policy Advisor/Consultant for a period of twelve (12) months.

The overarching objective of this consultancy is to assist with the reformation of the House of Assembly by providing high-level advice on policy matters, advising the Speaker and Clerk on matters of parliamentary procedures, preparing and drafting policies in areas of legislative capacity, governance, transparency and responsiveness. This includes developing and executing a proactive policy agenda, advising on legislation and issues arising thereof, and providing guidance on parliamentary business.

EOIs must be submitted in a non-editable format to the Clerk (Mrs. Bethsaida Smith-Hanley) at hoa@gov.vg. Expressions of Interest must be submitted to the Clerk no later than **30th January 2026.** It is the responsibility of the bidder to ensure that the Clerk receives their submission before the submission deadline. Late submissions will not be accepted for evaluation.

For more information, view the EOI documents attached.

For Additional Information Contact:

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Additional Documents or Media

- eoi_consultancy_services_for_parliamentary_policy_advisor-consultant_for_hoa_bvi_dec_2025.pdf