

Kidney Island | © Vicki Jackson

Candidate brief for the position of

Offshore Petroleum Head of Health, Safety and Environment



Falkland Islands Government

December 2025



Diverse • Professional • Resilient • Resourceful

Dear Candidate,

Thank you for your interest in applying for the Offshore Petroleum Head of Health, Safety and Environment post in the Department of Mineral Resources in the Falkland Islands. This truly is an exciting opportunity in an unparalleled location. We have made significant progress in the development of an offshore petroleum industry in the Falklands, and we are looking for new team members to join us and be involved at this critical point as we finalise and implement our new regulatory framework and start regulating a live oil industry here in the islands. The Falkland Islands Government has recently granted its first regulatory approval for a field development and production programme, which is expected to start producing oil in 2028. This is an unrivalled opportunity to make an impact as we start our journey as an oil-producing country.

The islands are around the size of Northern Ireland 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, full 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 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 Department of Mineral Resources and the Falkland Islands Government. Information on life in the Falklands and what it's like to live here is available at our [Think Falklands website](#). If you believe your drive and ambition matches our desire to deliver first class public services, then we certainly want to hear from you.



Saunders Island | © Beverley Foster



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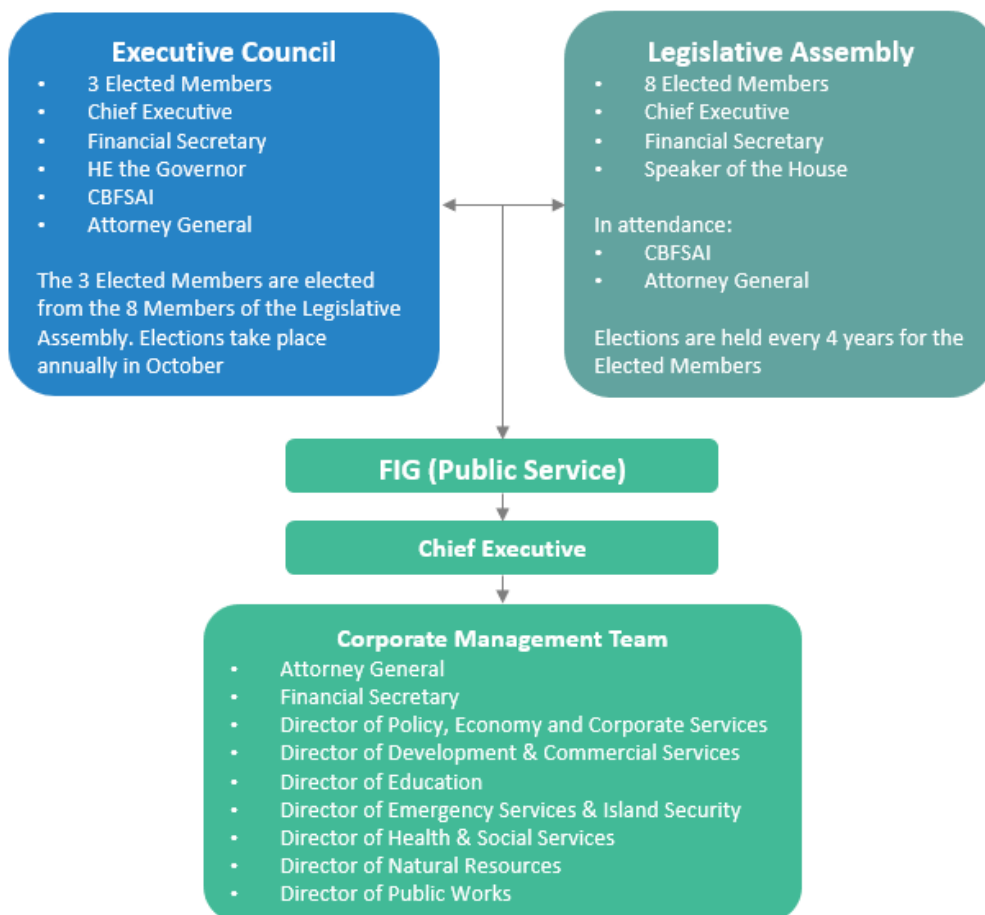
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About the Falkland Islands Government (FIG)

The Falkland Islands are a British 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 structure of government is as follows. In the near future there will be a new Director of Mineral Resources post created, who will head the standalone Department of Mineral Resources (which is currently part of the Directorate of Natural Resources).



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 Camp and five from Stanley), 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



The City of Stanley | © FIG

The Assembly is presided over by a Speaker, who is elected by the Members of the Assembly. It 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 independents, and each has a portfolio of service, 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.

There is a wider network of around 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. Committees now meet in public. 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 also 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's key strategic priorities are set out in the 'Islands Plan'. The Plan encapsulates the high-level aspirations agreed by the eight elected Members as being key to progressing the sustainable, economic, social and political development of the Falkland Islands. A new plan is produced after each election, representing the agreed ambitions of the newly elected Members. Our most recent election was on 11 December and the new Islands Plan has not yet been published.

The Public Service

[Falkland Islands Government](#) departments mirror the entire range of UK civil service departments and services provided by local government and the private sector elsewhere. The business of government itself is delivered by around 850 employees, over 20% of which come from overseas.

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.”



The Department of Mineral Resources

The Department of Mineral Resources (DMR) is responsible for the licensing and regulation of the offshore petroleum industry in the Falkland Islands. Its functions include the issuing of licences, monitoring licensees, reviewing and approving regulatory submissions, inspecting and monitoring live projects, and developing new policies and converting them into legislation.

In 2025 DMR granted approval for field development and production for phases 1 and 2 of the Northern Development of the Sea Lion field, discovered in 2010. First oil is expected in 2028.

To be prepared for regulating this project, DMR is now in the process of significantly expanding its regulatory arm. We are currently recruiting for seven posts: an Offshore Petroleum Head of Health, Safety and Environment, Offshore Petroleum H&S Manager, an Offshore Petroleum Environmental Manager, two H&S Inspectors and two Environmental Inspectors. Further recruitments to other posts are expected in 2026 and the expanded department will be relocating to a new building in mid-2026.

The Department is currently in the process of finalising the new regulatory framework for the offshore petroleum industry, with plans for a new Offshore Petroleum (Safety and Environment) Ordinance and associated codes of practice to supplement the existing [Offshore Minerals Ordinance 1994](#), as well as changes to our decommissioning regime, petroleum valuation methodology and the introduction of a statutory environment trust that licensees will be required to make payments to.

This post is a unique opportunity to be involved in creating and shaping a new regulatory framework and setting the tone for proactive and careful management of an oil industry in a near-pristine environment. The new regulatory team will be involved in the finalisation of the new legislation, setting up systems to implement it, and then implementing it as the Sea Lion development starts up.

The role of Offshore Petroleum Head of Health, Safety and Environment

The Offshore Petroleum Head of Health, Safety and Environment primarily acts as the de facto Health, Safety and Environmental 'Regulator' for all offshore petroleum development activity on behalf of the Government.

The role includes, but is not limited to, providing strategic and tactical leadership of the Health, Safety and Environmental elements of this critical regulatory function and ensuring the regulation of all Falkland Islands offshore petroleum developments take full account of all Environmental and Health and Safety aspects, in line with Falkland Islands Government policy and legislation. The post holder also leads on the development and oversight of industry guidance, standards and operational strategy on behalf of the Government.



Job facts and figures

- Reports to the Director of Mineral Resources
- Line manages the Offshore Petroleum Environmental Manager, the Offshore Petroleum Health and Safety Manager and the Sustainability and Socio-Economic Officer

The main accountabilities of the post

Strategic leadership and management

- In support of the wider economic development of the Falkland Islands, be responsible for providing strategic direction and advice to Government on all matters related to Health, Safety and Environmental (HSE) regulations as they relate to all Hydrocarbon activity, as the Government develops further its relationship with businesses nationally and internationally.
- Lead, motivate and effectively manage a team of skilled professionals to ensure the delivery of high quality and responsive services that support the objectives of the Falkland Islands Government and the Islands Plan.
- Lead and monitor all work streams within the Hydrocarbons HSE regulatory function to deliver required outcomes and effectively lead on managing the external professional teams providing environmental assurance and legal advice.
- Lead on ensuring effective and robust management of the Operator and all the Operators work streams for all HSE requirements to ensure all client input and instructions are provided in a timely manner, in accordance with the agreed licence terms.

Regulatory policy development, compliance and enforcement

- Lead on developing the objectives, performance standards and resources for the Hydrocarbons HSE regulatory function and be responsible for delivering the objectives and standards within the allocated resources – ensuring the proactive identification of performance and resource problems. This will include, but not be limited to; reviewing existing and/or developing new plans and operational risk registers and monitoring activities to ensure standards and targets are met throughout the regulatory function, (including delivery of appropriate KPIs).
- Develop and manage the implementation of overall Regulatory Policy, Compliance and Strategy as it relates to Hydrocarbon HSE matters within



overall delivery timescales and establish appropriate measures for risk and issues management, and for all appropriate governance arrangements.

- Lead on the interpretation of applicable regulations and in the review, and implementation of guidelines, procedures, as well as processes, to ensure successful completion of projects in compliance with applicable laws and regulations.
- Working closely with external advisors, ensure the timely review and preparation of any required reports and subsequent approvals of Field Development Plans, Annexes and associated documents.
- Lead on the provision of advice on policy and regulatory approaches, technical issues, and industry best practice for the development and management of an effective hydrocarbons regulatory regime and provide technical and pragmatic solutions to a wide range of difficult and complex challenges.
- Prepare, coordinate and supervise the preparation/completion of technical Regulatory resources, including reports, Regulatory permit applications and acquisition of applicable Regulatory clearances and approvals, including those for installation and well operators.
- Responsible for appointing Inspectors and delegating powers as necessary.
- Ensure appropriate notices are issued as required, including Compliance, Prohibition, Directions and 'Do not Disturb' notices, as well as penalty notices as well as ensuring that appropriate action is taken where notices are not complied with.
- Responsible for overseeing and initiating direct action to prevent or mitigate serious harm. This may include but is not limited to, initiating enforcement actions for offences, applying for civil penalty orders, initiating criminal prosecutions and seeking additional orders from courts (e.g., remediation, compensation, forfeiture).
- Recover costs from licensees for emergency management.

Permitting powers

- Responsible for granting marine activity permits and temporary permits and for imposing, varying, suspending, or revoking approvals and permits as necessary.

Legal and emergency powers

- Lead on deciding on applications outcomes, requesting further information as necessary.
- Lead on responding to appeals and legal challenges and provide reasons for decisions.
- Responsible for supporting and sharing information with the Emergency Controller (UK Secretary of State representative Equivalent).
- Lead and co-ordinate department's response during emergencies to manage serious harm.

Stakeholder engagement

- Provide advice and guidance to key stakeholders to ensure compliance with applicable laws and Regulatory processes, standards, and policies and provide assistance, training, and support on a full range of matters related to Hydrocarbons HSE.

- Effectively engage with key stakeholders and professionals to communicate Regulatory policy advice and assistance and consult and deliver appropriate training as necessary to support departmental and Government goals and objectives.
- Engage with the relevant Heads of Service and Directors to effect and monitor work streams relating to FIG Public Works and Development & Commercial Services, including planning and implementing changes to utilities provision and other dependant projects and programmes that may impact the hydrocarbon industry.
- Provide technical and/or functional support to stakeholder Regulatory Compliance Teams and prepare, interpret, and/or review correspondence, calculations, proposals, plans, specifications, investigations/studies, surveys, reports, structures, and/or systems as necessary.
- Communicate and collaborate effectively with other HSE and Regulatory Specialists to ensure consistency in deliverables and project execution.
- Chair/attend relevant boards associated with regulatory HSE function of hydrocarbon industry ensuring that appropriate reporting and monitoring is provided

Corporate Responsibilities:

- Ensure efficient and effective budget management and ensure compliance with the corporate governance framework, with particular reference to Standing Orders and Financial Regulations.

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 post holder 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 experience (10+years) experience of effectively leading complex and large-scale teams, projects and programmes of a similar level, ideally in a regulatory capacity
- Evidence of working in a senior operational HSE or regulatory roles, including responsibility for effective business and financial planning and project management
- Knowledge/experience of the hydrocarbon industry, or another industrial sector presenting major hazards
- Knowledge/familiarity with energy policy and business models of organisations that govern energy regulatory affairs, including Regulatory Commissions and governing bodies for Environmental Conservation, resource management, and others
- Comfortable with quantitative analysis, public speaking, advocacy group engagement, and dealing with environmental issues.
- Experience of effectively leading multi-disciplinary teams, including the ability to create a shared vision, promote co-operation and encourage excellence
- Experience of delivering change and transformation to organisational setups and service delivery to streamline and enhance services
- Excellent communication skills, both oral and written, including the ability to present complex information effectively to lay audiences and to produce concise and insightful high-level briefings and research reports as well as deliver effective presentations, write meaningful reports and engage pro-actively and constructively with diverse audiences, and to communicate confidently with all levels of stakeholders
- Able to influence, encourage, improve and enforce compliance with health and safety regulation
- Excellent working knowledge of project management methodologies and governance frameworks, including leading multi-disciplinary teams
- Strong organisational, program management, teambuilding and facilitation skills
- Excellent interpersonal and influencing skills, including the ability to debate constructively whilst maintaining professional credibility and constructive working relationships
- Ability to work successfully in a complex political and stakeholder environment and report/engage at all levels
- Ability to prioritise a demanding workload and work effectively on own initiative
- Experience of working corporately in a complex multi-service organisation
- Evidence of significant people management and (multi-disciplinary) team development experience, along with strong leadership ability to constructively motivate and manage people at all levels, internally and externally
- Able to deal credibly and effectively manage external professional teams
- Experience in matrix management to deliver successful project outcomes
- Ability to identify and resolve problems quickly in an inclusive and pragmatic way
- Good knowledge and skills with MS Office, including MS Project
- Able to deal credibly with elected members and Senior Public Servants and other key stakeholder including oil companies and their contractors, other leading members of the business community and the general public
- Highly motivated and able to work efficiently and effectively on own initiative
- Demonstrated commitment to high quality service delivery
- Knowledge/experience of Falkland Islands Government structures and decision-making processes.

- Desirable criteria:
 - Knowledge/experience of Falkland Islands Government structures and decision-making processes

Character and personal attributes

- Self-reliant and resilient with a practical and strategic approach to work
- Accepts responsibility and accountability
- Sound judgement when evaluating political, social and economic impacts
- Strong political sensitivity and awareness
- Awareness of sensitivity of information in a small community
- Adaptability to working in a small, remote community
- Aligns with FIG's Core Values – Diverse, Professional, Resilient & Resourceful.

Qualifications and training

- Bachelor's degree or equivalent in a Health, Safety or Environment or other evidence of suitable training and job experience
- A Master's degree in either health, safety or environment, or alternative business qualification or equivalent experience
- Relevant project/ programme management qualification, such as Prince 2, APM qualifications, PMI and/ or Managing Successful Programmes (MSP)
- Chartered Membership of an appropriate professional institute associated with Health and Safety, Engineering, Science, or Project Management
- 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 contract 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 A1, with a salary range of £85,371 to £105,248 per annum.

Taxation

The remuneration package is subject to Falkland Islands taxation. The income tax personal allowance is £16,860 and 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.

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.

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).

- **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.



Fishery Patrol Vessel (FPV) Lilibet in the Narrows | © Larus Dominicanus Ltd

Timetable

The indicative timetable is as follows:

Stage	Date
Closing date	Sunday 18 January 2026 <i>Please note that:</i> <ul style="list-style-type: none"> Local applications will be accepted up until 16:00 local time. (UTC -3) Overseas applications will be accepted up until 17:00 UK time.
Interviews	From week commencing 26 January 2026

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.

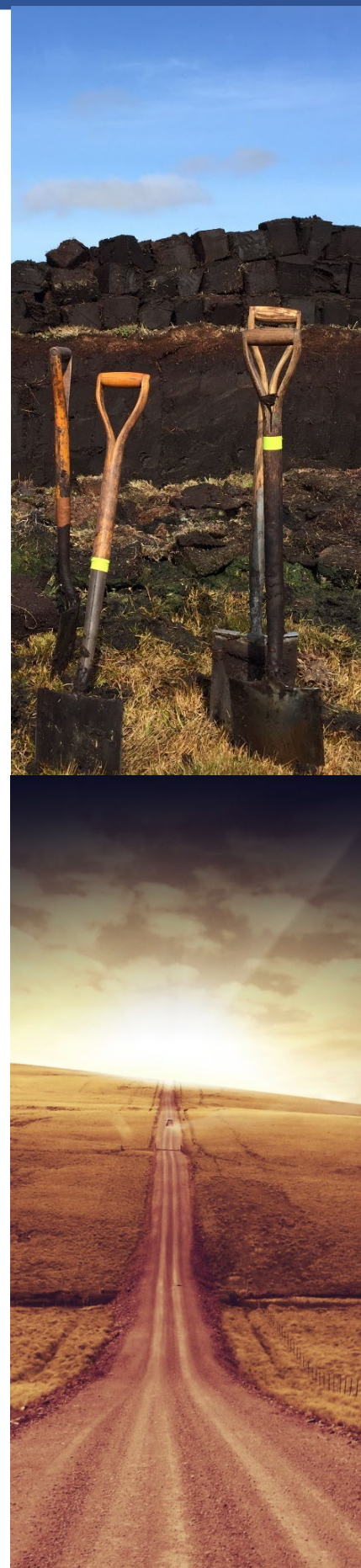
You will also be required to produce original documents to verify your identity at interview, one of which must be photographic identification.

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 all applications is Sunday 18 January 2025, 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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www.falklands.gov.fk

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