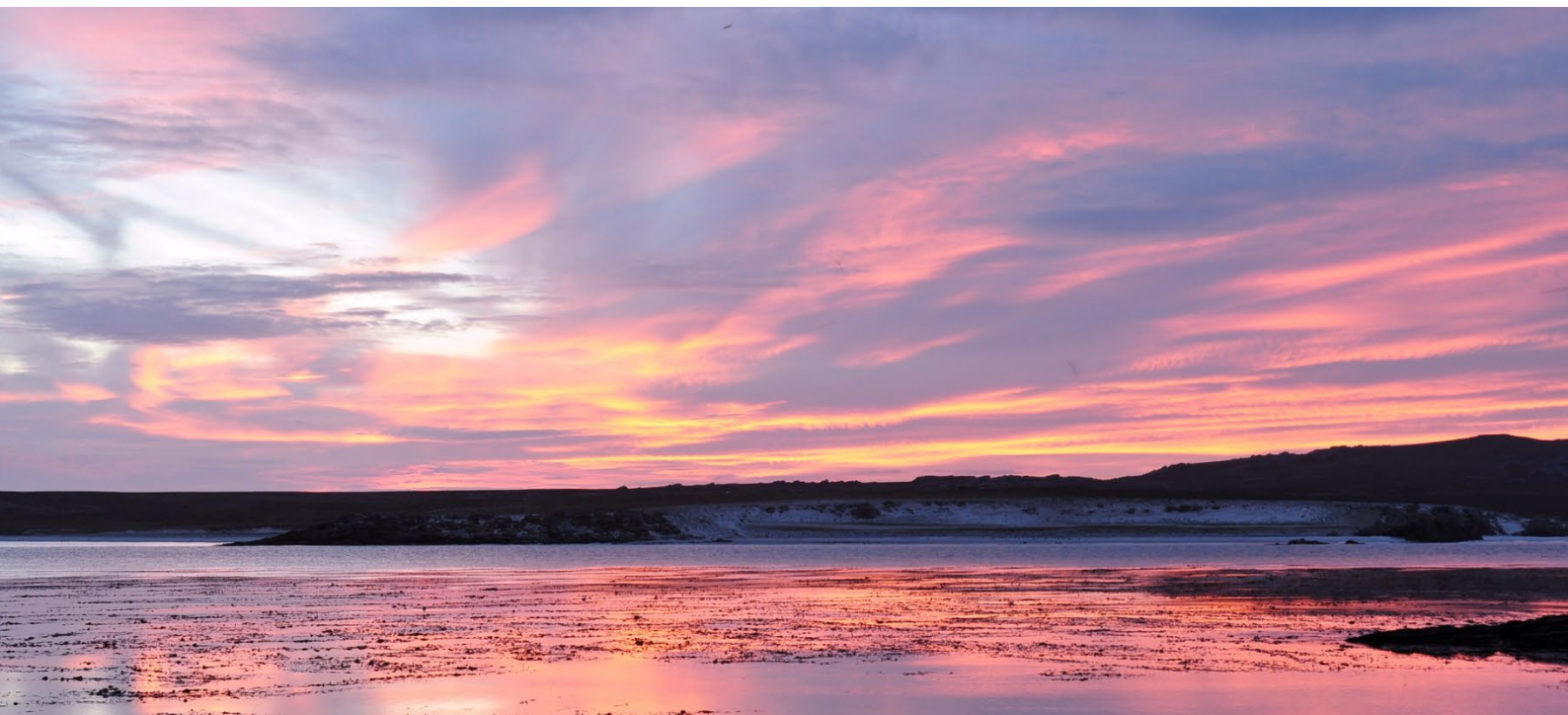




Kidney Island | © Vicki Jackson

Candidate brief for the position of

Director of Mineral Resources



Falkland Islands Government

July 2026



Diverse • Professional • Resilient • Resourceful

Dear Candidate,

Thank you for your interest in applying for the Director of Mineral Resources in the Falkland Islands. This truly is an exciting opportunity in an unparalleled location. We are looking for a Director of Mineral Resources to join our team as we finalise and implement our new regulatory framework and start regulating a live oil industry 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 a significant impact as we start our journey as an oil-producing country.

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 Director of Mineral 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.



Saunders Island | © Beverley Foster



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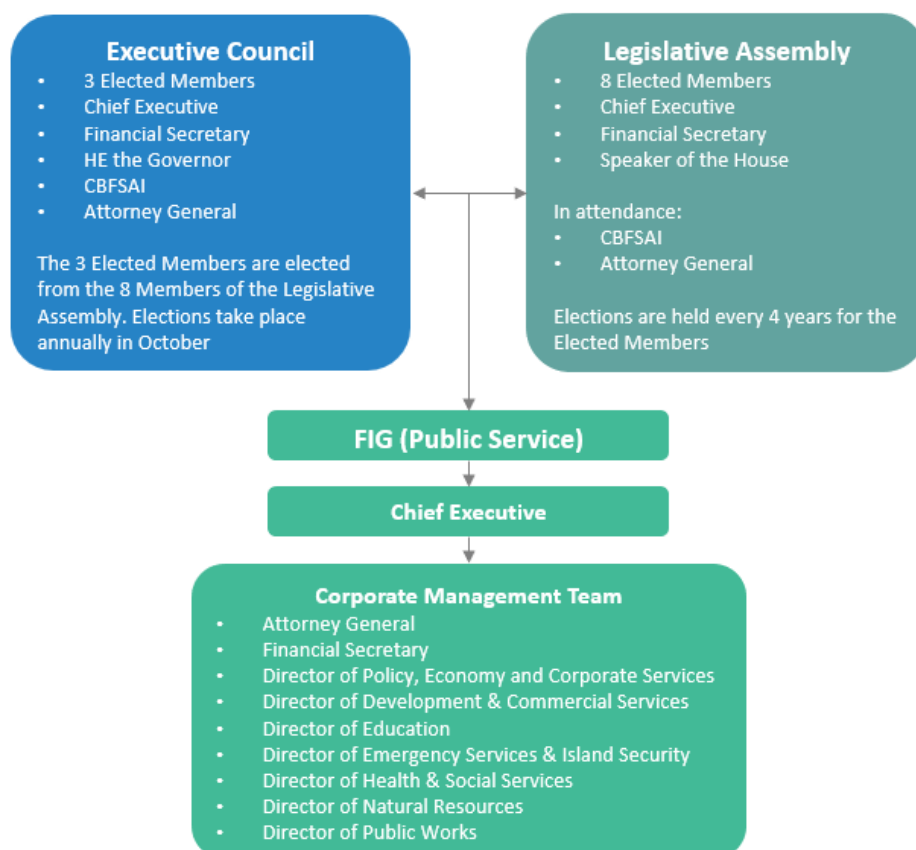
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Appendix 1: Job Description (full)

Appendix 2: General facts and island living

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:



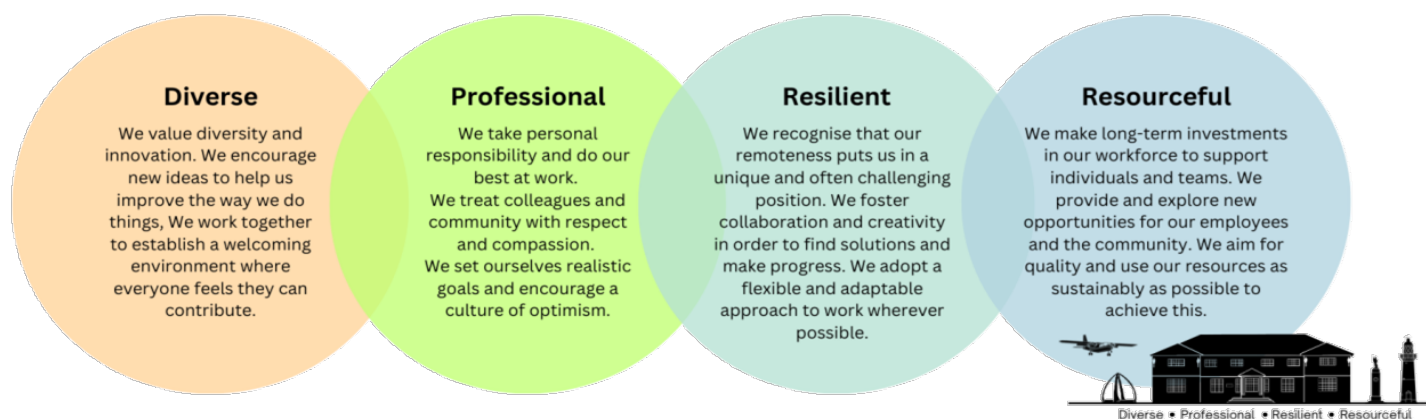
- Self-Determination & Public Diplomacy
- Protecting the Environment
- Sustained Economic Development for the Islands
- Infrastructure, Transport and Communications
- Health, Wellbeing and Social Care
- Education, training, Workforce, Community & Culture
- Social Equity
- Safety & Security
- Organised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



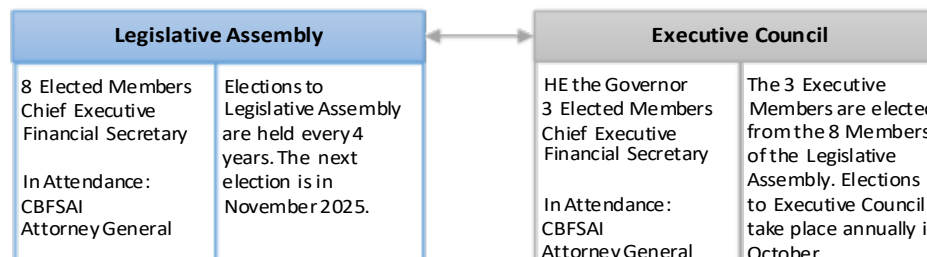
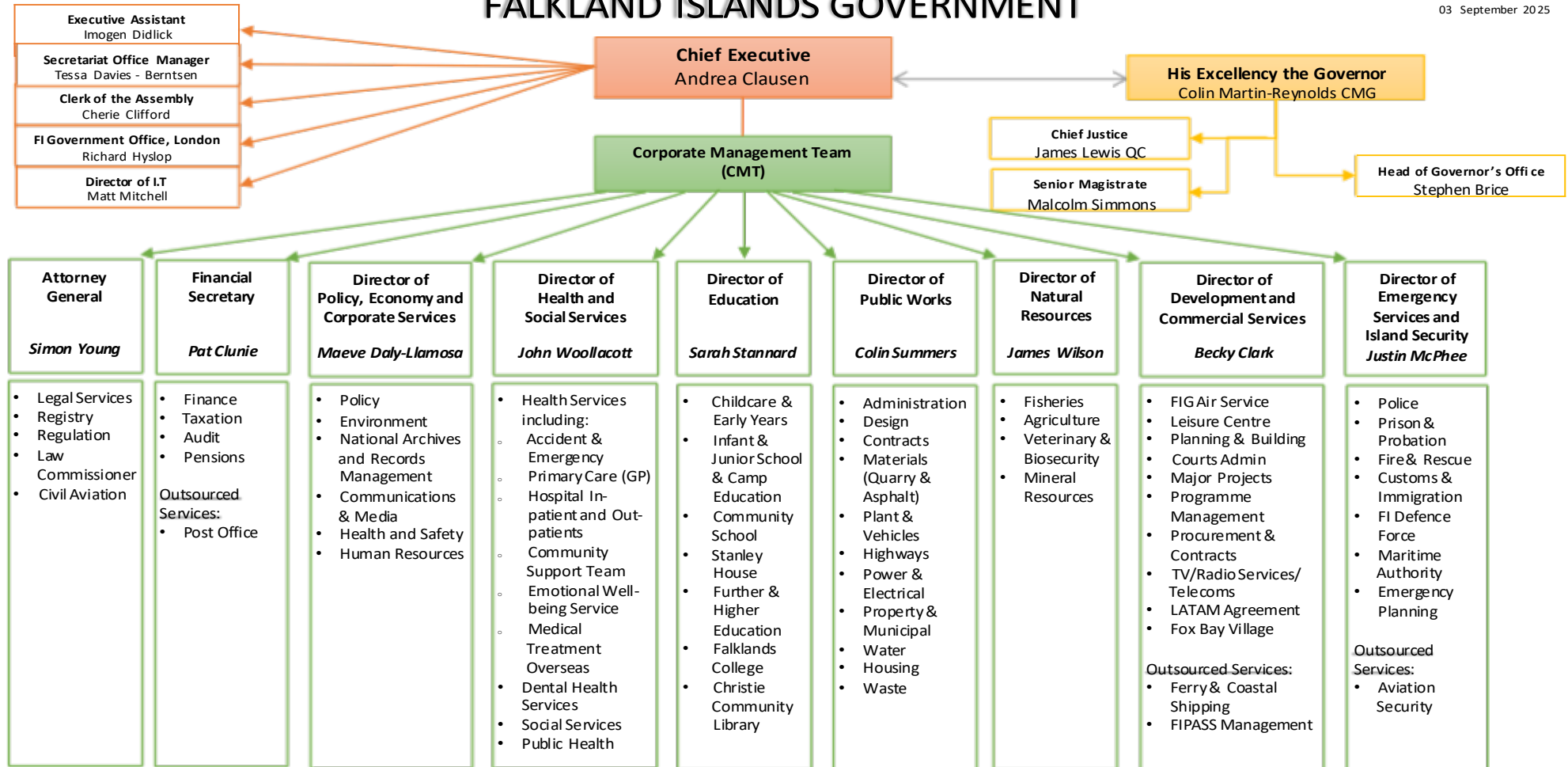
Corporate Management Team (CMT)

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

FALKLAND ISLANDS GOVERNMENT

03 September 2025



The role of Director of Mineral Resources

The Director of Mineral Resources is accountable to the Chief Executive and is responsible for leading the Mineral Resources Directorate and ensuring the effective and efficient regulation of all offshore petroleum and onshore minerals activity to a high standard. The Director is a member of the Corporate Management Team (CMT) and is expected to contribute to the corporate and strategic management of the Government.

The postholder will ensure the effective working of the Government in achieving corporate objectives, supporting the work of elected Members, leading on agreed corporate responsibilities and programmes and being responsible at a strategic level for the functions and services within the assigned directorate. The DMR role has been incubated under the DNR portfolio for the past 4 years and is now being separated back out into its own directorate following the approval of the Sea Lion Field Development Plan and NVT/RKH FID (Final Investment Decision).



Job facts and figures

- Approx. 20 professionals across regulatory areas, however the Directorate is in the process of expanding its regulatory arm and further recruitment to additional posts is expected during 2026
- Direct line management of: Offshore Petroleum Head of Health, Safety & Environment, Offshore Petroleum Head of Operations and the Technical Programme Lead
- Revenue Budget of £4 million
- Expenditure Budget of £3 million
- Reports to the Chief Executive

The main accountabilities of the post

Strategic Leadership and Management

- In support of the wider economic development of the Falkland Islands, lead on the provision of strategic direction and act as the principal advisor to Government on all matters related to mineral resources, including offshore petroleum
- Lead, motivate and champion a team of professionals within the Mineral Resources Directorate and ensure the effective and efficient regulation of all offshore petroleum and onshore minerals activity in support of the objectives of the Falkland Islands Government
- Create an environment conducive to encourage inward investment by international oil and gas companies. Manage and coordinate the successful development of offshore oil and gas from a regulatory, marketing and financial/revenue perspective
- Ensure effective partnership working is developed and maintained with key stakeholders within FIG, UK Government departments, external partners, the business community and civil society on all matters relating to minerals



- Act as the single point of contact for all companies in relation to minerals development in the Falkland Islands and offshore petroleum

- Oversee the effective management and coordination of the professional services framework and any other specialist partners and advisors engaged by the Directorate to support Government's regulation of the offshore petroleum sector

- Oversee the development of objectives, performance standards and resources for the regulatory functions of the Directorate, in addition to overseeing the development and implementation of Regulatory Policy, Compliance and Strategy in line with legislation

Corporate Responsibilities

- As a member of CMT, participate in the corporate and strategic management of the Government, working to ensure the Government is pursuing a coherent and practical strategy in line with political priorities

- Support the work of elected Members collectively and individually by providing policy advice for areas of assigned responsibility and overseeing the achievement of political decisions

- Take a leadership role for assigned areas of corporate responsibility and corporate projects as agreed with the Chief Executive

- Lead the strategic management of the directorate, ensuring achievement the Islands Plan and directorate KPIs, a pro-active approach to strategic planning, the provision of directorate and business unit plans, continuous improvement and the provision of management systems, processes and structures in line with corporate policies

- Provide leadership to heads of service within the directorate through the setting of objectives and performance indicators, the allocation of resources, the monitoring of achievement, identification of variances and remedial action; mentoring and role modelling, and pro-active use of the individual performance appraisal system

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

- Other duties consistent with the level of post as agreed with the Chief Executive

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 Director would be expected to undertake additional or other duties consistent with the level of post as agreed with the Chief Executive.

In addition to the above noted duties, the Director or their designate is also a member the following: Strategic Oil Group, Environment Trust Board, in addition to governance boards for environmental and emissions management, and socioeconomic effects management.

Given the commercial sensitivity and criticality of this role in the successful delivery of the Government's Hydrocarbon activities, this post requires strict adherence to confidentiality rules and protection of privacy within existing legislation. Shareholding in oil companies with licence interests in the Falkland Islands is not permitted.

The successful candidate will be able to demonstrate evidence of:

Knowledge, skills and experience

- Extensive experience (10+ years) 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 or regulatory role, including responsibility for effective business and financial planning and project management
- Experience of successfully managing and delivering the full range of senior management challenges including budgets, performance management, people management, project management and business and strategic planning
- 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 authorities and governing bodies for environmental management, health and safety, resource management, and others
- Comfortable with quantitative analysis, and dealing with environmental and health and safety issues.
- Experience of effectively leading and developing multi-disciplinary teams, including the ability to create a shared vision, motivate staff, 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 diverse audiences and stakeholders at all levels, including advocacy groups
- Proven ability to work effectively in a complex political and stakeholder environment, including effective engagement with the media
- Strong organisational, program management and facilitation skills
- Excellent interpersonal and influencing skills, including the ability to debate constructively and win confidence, whilst maintaining professional credibility and constructive working relationships
- Ability to prioritise a demanding workload and work effectively on own initiative
- Experience of working corporately in a complex multi-service organisation
- Able to deal credibly with 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
- 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
- Demonstrated commitment to high quality service delivery
- Knowledge/experience of Falkland Islands Government structures and decision-making processes

Character and personal attributes

- Highly motivated, 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 in Business Management, or other evidence of suitable training and job experience
- A Masters degree in either health, safety or environment, or alternative business qualification or equivalent experience
- Chartered Membership of an appropriate professional institute
- Valid driving licence
- Relevant project/ programme management qualification, such as Prince 2, APM qualifications, PMI and/ or Managing Successful Programmes (MSP)

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

The package

Competitive Salary: total package of £133,835–£160,343

Includes a 25% (taxable) gratuity, paid upon successful completion of contract. Salary on appointment dependent on skills and experience.

Salary package also includes:

- **Flights package** for you and any accompanying dependents
- **41 days paid leave** (includes Public and Government Holidays)
- **Relocation allowance** to help with moving costs.
- **Government housing** for rent and a starter pack to help you settle in.
- **Favourable income tax rates**
- **A stimulating and supportive setting to work in and a unique and beautiful setting to live in.**

Secondment and Interchange opportunities will be considered.

Please note, successful applicants with Falkland Islands Status/PRP will be employed on local terms and conditions.

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 A2**, with a starting salary range from **£107,068 to £128,274 p.a.**, with more for exceptional candidates.

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.

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).

King Penguins, Volunteer Point | © Marc Bouldoukain

- **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	Friday 28 th August 2026 <i>Please note that:</i> - Local applications will be accepted up until 16:00 local time. (UTC -3) - Overseas applications will be accepted up until 17:00 UK time.
Initial interviews	Between Tuesday 1 – Friday 4 September 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.

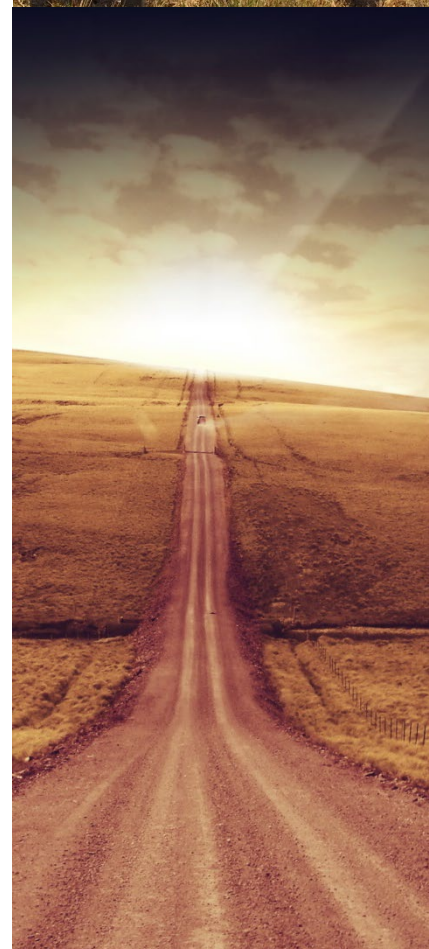
You will also be required to produce original documents to verify your identity at interview, one of which must be photographic identification.

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 Friday 28th August 2026, 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
 recruitment@sec.gov.fk
 (+500) 27420

For those applying from within the Falkland Islands

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

For further information on the post, please contact Dr Andrea Clausen by email on AClausen@sec.gov.fk or by telephone (+500) 28450.

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



Falkland Islands Government

The Secretariat, Thatcher Drive, Stanley, Falkland Islands, FIQQ 1ZZ

Email: recruitment@sec.gov.fk

Phone: +500 27420



www.falklands.gov.fk

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