

Job Title	Director of Mineral Resources		
Department	Mineral Resources		
Reports to	Chief Executive		
Grade:	Falkland Islands Government Grade – A2	Job Code	620DMA
Job purpose			
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.			
Job Facts & Figures			
The Director leads a team of approximately 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 in 2026. Direct line management of: Offshore Petroleum Head of Health, Safety & Environment x 1 Offshore Petroleum Head of Operations x 1 Technical Programme Lead x 1 Each of the above roles leads a team of 6 to 12 offshore petroleum specialists.			
Key Role Activities			
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			

Key Role Activities continued

Strategic Leadership and Management continued

- 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

Additional Information

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.

Criminal Record Checks (This post is regarded as a sensitive post)

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 completely 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.

Person Specification	Director of Mineral Resources		
Criteria	Essential	Desirable	Assessment Method
Knowledge, Skills & 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	✓		A/I/R
Evidence of working in a senior operational or regulatory role, including responsibility for effective business and financial planning and project management	✓		A/I/R
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	✓		I/R
Knowledge/experience of the hydrocarbon industry, or another industrial sector presenting major hazards	✓		A/I/R
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	✓		A/I/R
Comfortable with quantitative analysis, and dealing with environmental and health and safety issues.	✓		A/I/R
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	✓		I/R
Experience of delivering change and transformation to organisational setups and service delivery to streamline and enhance services	✓		A/I/R
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	✓		A/I/R
Proven ability to work effectively in a complex political and stakeholder environment, including effective engagement with the media	✓		I/R
Strong organisational, program management and facilitation skills	✓		I/R
Excellent interpersonal and influencing skills, including the ability to debate constructively and win confidence, whilst maintaining professional credibility and constructive working relationships	✓		I/R
Ability to prioritise a demanding workload and work effectively on own initiative	✓		I/R
Experience of working corporately in a complex multi-service organisation	✓		A/I/R
Able to deal credibly with and effectively manage external professional teams	✓		I/R
Experience in matrix management to deliver successful project outcomes	✓		A/I
Ability to identify and resolve problems quickly in an inclusive and pragmatic way	✓		I/R

Knowledge, Skills & Experience continued			
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	✓		A/I/R
Demonstrated commitment to high quality service delivery	✓		I/R
Knowledge/experience of Falkland Islands Government structures and decision-making processes		✓	I
Personal Attributes			
Highly motivated, self-reliant and resilient with a practical and strategic approach to work	✓		I/R
Accepts responsibility and accountability	✓		I/R
Sound judgement when evaluating political, social and economic impacts	✓		I/R
Strong political sensitivity and awareness	✓		I/R
Awareness of sensitivity of information in a small community	✓		I
Adaptability to working in a small, remote community	✓		I/R
Aligns with FIG's Core Values – Diverse, Professional, Resilient & Resourceful	✓		I/R
Education and Qualifications			
Bachelor's degree in Business Management, or other evidence of suitable training and job experience	✓		A
A Masters degree in either health, safety or environment, or alternative business qualification or equivalent experience	✓		A
Chartered Membership of an appropriate professional institute	✓		A
Relevant project/ programme management qualification, such as Prince 2, APM qualifications, PMI and/ or Managing Successful Programmes (MSP)		✓	A
Valid driving licence	✓		A
NB Equivalent combinations of educational qualifications and experience may be considered			
Note to Applicants: Please ensure that you demonstrate your ability to meet the requirements of the job in your application form by giving clear, concise examples of how you meet each criterion.			

Method of Assessment: **A** – Application Form **I** – Selection Interview **R** – Reference