

Job Title:	Offshore Petroleum Regulatory Policy Lead		
Department:	Natural Resources	Section:	Mineral Resources
Reports to:	Director of Mineral Resources (until Head of Operations post established)		
Grade:	Falkland Islands Government Grade - A	Job Code:	TBC

Overall Purpose of the Role

The Department of Mineral Resources (DMR) is responsible for developing, administering and ensuring compliance with the regulatory regime for offshore petroleum exploration and production in the Falkland Islands controlled waters.

In this critical role within the Falkland Islands Government (FIG), you will have the primary responsibility for developing, maintaining, and enhancing the offshore petroleum regulatory regime, including leading on the development of policy, codes of practice, and associated technical guidance. You will be responsible for monitoring and analysing regulatory frameworks, establishing robust policy governance, identifying regulatory risks and developing mitigation strategies in collaboration with cross-government colleagues. You will ensure these frameworks remain robust, up-to-date, and aligned with best practices, enabling the effective and efficient management and regulation of this essential component of national energy infrastructure.

You will be capable of working under challenge and pressure and you will have the experience and interpersonal skills needed to build robust relationships with internal and external stakeholders, and to achieve organisational change in line with best practice.

Key Role Activities

- Lead on the development and implementation of all offshore petroleum policy and regulatory change initiatives, including cross-government collaboration to clarify, enhance, and amend primary and secondary legislation.
- Utilise quantitative and qualitative research methods to collect, analyse, interpret data and information to produce effective policy and legislation analysis, evaluation and recommendations.
- Carry out stakeholder engagement (public and private) to inform comprehensive policy decisions
- Provide high-quality briefings, policy papers and reporting to Programme Boards, the Director of Mineral Resources, FIG Corporate Management Team, Executive Council and Members of the Legislative Assembly.
- Provide leadership, line management and guidance for the Offshore Environmental Advisor and Offshore Health and Safety Advisor and collaborate with or lead where appropriate, the task management and co-ordination of external consultants to ensure they provide high-quality technical advice to underpin policy development.
- Apply sound political and business judgment and critical thinking to assess complex issues, develop policy options and recommendations whilst mapping policy interfaces to assess potential impacts (positive or negative) to people, the environment and assets, and to assess and help mitigate legal, financial and reputation risks.
- Effectively manage a diverse and challenging workload, including collaboration or leading as appropriate on workstreams to deliver projects within a nationally significant programme that involves multiple dependencies, geopolitical risks, and strict deadlines.

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<ul style="list-style-type: none"> • Collaborate with the Law and Regulation Directorate to prepare clear and precise drafting instructions for amending existing legislation or developing new laws. • Pro-actively monitor relevant offshore UK and international developments to identify potential issues, opportunities and challenges for the Falkland Islands • Proactively identify and recommend for consideration, enhancements to existing offshore petroleum legislation which enhance clarity, efficiency, and effectiveness in regulating and managing the offshore petroleum industry. • Represent DMR as required on internal and external committees and working groups. • Clearly and confidently communicate information and complex analysis, both verbally and in writing, utilising a variety of mediums to non-specialists, politicians, senior officials and external stakeholders; to highlight policy recommendations and implications. • Deputise for the <i>Offshore Petroleum – Head of Operations</i> as required. • <i>The job description is not an exclusive or exhaustive definition of your duties. You shall undertake such additional or other duties as may reasonably be required by FIG commensurate with your role and grade.</i> 	
Additional Information	
<p>This post will require 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.</p>	

Person specification:	Offshore Petroleum Regulatory Policy Lead		
Criteria	Essential	Desirable	Assessment Method
Knowledge, skills & experience			
Significant experience (10+ years) in a senior public policy delivery role, with experience leading the delivery of legislation across strategic, tactical and operational matters	✓		A/I
Demonstrable and significant experience in qualitative or quantitative research and evidence of highly developed analytical skills and the ability to sift and analyse large amounts of complex information and use it to make robust policy recommendations	✓		A/I/R
Demonstrable experience of an ability to think creatively about policy issues, map their interfaces within the organisation and deliver effective policy innovation to meet the required brief	✓		A/I
Effective communication skills, both oral and written, including the ability to deliver effective presentations, write meaningful briefings and reports and engage pro-actively and constructively with diverse audiences,	✓		A/I/R
Experience of implementing effective strategies for formulating and maintaining constructive working relationships with elected officials, senior civil servants and other key stakeholders	✓		A/I
Confidently communicate in a manner which establishes and enhances stakeholder confidence in the organisation and its policy recommendations and can argue persuasively influencing decision makers as required.	✓		A/I/R
Ability to effectively manage and prioritise a challenging and varied portfolio of work, meet tight deadlines and maintain a client-focused approach whilst maintaining attention to detail	✓		A/I/R
Effective leadership skills and ability, able to motivate and manage staff and small teams at all levels including matrix management to deliver successful project outcomes	✓		A/I
Able to effectively manage external subject matter experts and consultants	✓		A/I/R
Knowledge/experience of the oil and gas industry		✓	I
Personal attributes			
Align with FIG's core values – Diverse, Professional, Resilient & Resourceful	✓		I/R
Self-reliant, pragmatic, highly motivated, able to work on own initiative and demonstrated commitment to high quality service delivery, while being accepting of responsibility and accountability	✓		A/I/R
Strong political sensitivity and awareness and sound judgement when evaluating political, social and economic impact issues	✓		I/R
Adaptability to working in a small, remote community and awareness of sensitivity of information in a small community	✓		I/R
Knowledge/experience of Falkland Islands Government structures and decision-making processes		✓	I

Qualifications & training			
Bachelor's degree or equivalent in a relevant subject, or other evidence of suitable training and job experience	✓		A
A Master's degree, business qualification or equivalent experience or appropriate membership to a professional institution	✓		A
Possess a valid driving licence	✓		A
Relevant project/programme management qualification, such as Prince 2, APM qualifications, PMI and/or Managing Successful Programmes (MSP)		✓	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 O - Other