



**SINT EUSTATIUS
CARIBISCH NEDERLAND**

The Executive Council of the Government of St Eustatius invites applications from suitably qualified candidates for the following position:

**Vacancy
Legal Adviser**

The legal adviser is charged with supporting the Executive Council and the civil service in the field of policy, and legal and administrative issues, as well as advising on consultations. The role of the legal adviser has a broad spectrum of duties, such as developing, maintaining and adapting legal policies, protocols, regulations and island ordinances. In addition, this officer is responsible for delivering and monitoring legal quality in the development and creation of policy of all departments within the public service. The legal adviser will also identify risks in relevant laws and regulations and monitor compliance.

The legal adviser is assigned to the administrative support office, headed by the the island secretary.

Duties/Responsibilities:

- Writing and amending island decrees, general measures and ordinances
- Reviewing and adapting regulations, implementing decrees, administrative and legal matters and regulations in collaboration with stakeholders
- Drafting opinions at the request of the Executive Council or other directorates, or on your own initiative
- Advising and supporting the full breadth of the legal profession
- Representing the Statia Government before various external bodies
- Sharing legal expertise with other units and departments

Specific Requirements:

- A Completed university degree in law
- At least 5 years' experience as a legal adviser
- Knowledge and experience working in a political and administrative environment
- Knowledge of relevant legislation and regulations regarding civil servants
- Knowledge of administrative and legal issues
- Knowledge of employment law is an advantage
- Excellent oral skills in Dutch and English
- A good feel for political, intercultural, administrative and social relations



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Terms of employment

The position is temporary for a trial period of one year, with the prospect of permanent appointment.

The salary scaling is equivalent to scale 11 on the salary scale, with a minimum of 3922.38 and a maximum of \$5101.30 gross monthly, based on a 36-hour work week. This is in accordance with the salary table of the Statia Government dated 1 January 2023. Salary scaling is based on qualification and experience. In addition, this employee will receive a holiday allowance of 8.33% and an end-of-year bonus of 8.33% of the annual income.

The successful candidate must provide a certificate of good conduct (VOG) and undergo a medical for inclusion in the pension fund.

For additional information on the primary and secondary terms of employment, see www.statiagovernment.com, go to the tab, 'job vacancies', then click on 'working in Statia'.

Are you interested in applying for the position of Legal Adviser?

Please apply in writing no later than **13** March 2024, to:

The Executive Council of the Government of St Eustatius
Attn: Ms. Francisca Gibbs
Unit Manager, Internal Services
Email: vacancies@statiagov.com

More information:

For details of the position, please contact Ms Monique Brown – James, Legal Advisor at Tel: +599 318 2976 or e-mail: monique.james-brown@statiagov.com.

For information concerning the recruitment and selection process, please contact the department of personnel and organization at vacancies@statiagov.com or tel. +599 318 2931.