



EMPLOYMENT OPPORTUNITY SECURITIES COMMISSION OF THE BAHAMAS

The Securities Commission of The Bahamas, a statutory agency responsible for the oversight, supervision and regulation of the Investment Funds, Securities and Capital Markets, Financial and Corporate Service Providers, and licensees under the Digital Assets and Registered Exchanges Act, 2020 invites applications from qualified individuals for the following position:

DEPUTY LEGAL COUNSEL

Principal Responsibilities

To assist in ensuring legal compliance by the Commission in the execution of its obligations under the Securities Industry Act, 2011, the Investment Funds Act, 2019, Financial and Corporate Service Providers Act, 2020 and Digital Assets and Registered Exchanges Act, 2020. To organize and coordinate meetings, papers, minutes and records for Members and Committees of the Commission. Advise and provide assistance in the development of the Commission's legislative framework. Plan, organize, supervise and control the activities of staff members of the Office of Legal Counsel.

The Deputy Legal Counsel will have the responsibility to:

- Assist in the management of the Office of Legal Counsel;
- Assist in the provision of legal support to the Commission in the work of the Commission;
- Assist in the administration and management of the Secretarial functions of the Commission's Board including the preparation and maintenance of records of the Board;
- Assist with the supervision, monitoring and development of the Commission's legislative framework including existing and proposed legislation;
- Assist in monitoring of legislative developments in relevant international and domestic industries to identify the impact on the Commission's existing legislation and consider required actions pertinent to the operations of the Commission;
- Assist in the preparation of draft legislation, guidelines and rules to facilitate the work of the Commission;
- Assist with the management and supervision of the Commission's work related to various international and domestic committees and working groups;
- Assist with the supervision and management of the International Compliance, assessments and reviews unit;
- Assist with the supervision and management of international requests for assistance;



- Assist with the management and supervision of human resources requirements of the Office of legal Counsel;
- Assist in the provision of timely training on relevant legislative and legal developments that directly affect the operations and functions of the Commission;
- Demonstrate knowledge of laws related to securities and other industry products/operations;
- Provide input in the development of procedural and policy matters as required;
- Demonstrate ability and willingness to contribute to and assist team members to achieve set organizational and professional goals; and
- Provide effective representation, timely responses and legal opinions as required.

Knowledge/Skills

- Strong knowledge of Securities, Corporate and related legislation and common law principles.
- Strong research and analytical skills.
- Goal oriented.
- Exhibit concern for accuracy and detail.
- Effective leadership skills coupled with the ability to be a team player.
- Exhibit the ability to work independently and to be flexible.
- Strong written and verbal communication skills.
- Operating knowledge of Microsoft Office in particular Word, Excel and Power Point.
- Exhibit concern for careful adherence to established procedures and practices.
- Ability to effectively prioritize, to deliver high and consistent service standards.
- Offer exemplary service to internal or external customers.
- Good human resource and personnel management skills.
- Good understanding of corporate governance issues, general business practices and company operations.

Qualifications/Experience

- Member of the Bahamas Bar with 7 years experience, including managerial experience.
- Excellent management skills and leadership qualities.
- Excellent communications skills.

Compensation and Benefits

- Competitive salaries and benefits offered.

Interested persons should submit their applications no later than **17 December 2021** to:



Senior Manager, Human Resources Department

Securities Commission of the Bahamas

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