



ANGUILLA FINANCIAL SERVICES COMMISSION

EMPLOYMENT OPPORTUNITY

JUNIOR LEGAL COUNSEL, Financial Services Commission

Applications are invited from suitably qualified persons to fill the vacant position of **JUNIOR LEGAL COUNSEL** in the Legal Department at the Financial Services Commission.

The functions of the position include, but are not limited to the following:

- Assist in providing legal advice across the AFSC's functions.
- Conduct legal research and prepare memoranda, drafts, and policy materials.
- Support legislative and regulatory drafting projects.
- Assist with investigations and enforcement-related matters.
- Maintain working relationships with government and regulated entities.
- Provide corporate secretariat support as assigned.
- Prepare reports and updates for senior leadership.
- Monitor regulatory developments and international standards.
- Support implementation of strategic objectives.
- Any other duties that are reasonably related to the role.
- Draft and review routine legal documents.
- Provide research and analysis to support decision-making.
- Assist in identifying and mitigating legal and regulatory risks.
- Support enforcement coordination and drafting recommendations.
- Assist with managing external counsel.
- Track regulatory and legislative developments.
- Assist in drafting legislation, amendments, and policies.
- Conduct comparative regulatory research.
- Prepare initial drafts of guidelines and regulatory documents.
- Assist in developing initial recommendations on legal or policy issues prior to senior review.
- Support stakeholder consultations and industry outreach.
- Track work programme progress on legal matters.
- Assist with Board materials, agendas, minutes, and logistics.
- Support Board member onboarding and training activities.
- Help maintain governance systems and ensure compliance.
- Participate in training and professional development.



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- Assist in updating internal manuals and continuity plans and contribute to internal training or guidance materials for staff.
- Support limited stakeholder engagement with regulatory, government, and industry stakeholders on assigned matters.
- Progressively take on more complex advisory tasks as capability develops.

The successful candidate will need to have:

- A relevant Bachelor's of law degree
- Legal Education Certificate or like qualification
- At least 3-4 years Post Qualification Experience
- Experience in administrative law, including drafting of legal submissions.
- Experience in making oral submissions in Court or before an administrative tribunal.
- Experience with compliance and enforcement
- Experience in the financial services industry is desired.

Required Skillset:

- Excellent interpersonal skills
- High level of integrity and professional ethics.
- Exceptional customer service orientation.
- Outstanding aptitude for learning and adaptability.
- Superior analytical and problem-solving skills.
- Commitment to moral integrity and honesty.
- Keen attention to detail.
- Flexibility in accommodating varied working schedules.
- Exceptional team player.
- Ability to perform effectively in high-pressure situations

A competitive salary will be offered based on qualifications and experience.

Salary Range: EC\$117,612.00 – EC\$182,448.00 p.a.

Persons interested in the position should email their letter of application and resume, by the deadline of **23 December 2025** to: Head of Human Resources, P.O. Box 1575, The Valley, Anguilla at Kadeem.gray@afsc.ai

N.B. Applicants should also send a copy of their application to the Labour Commissioner, Mrs. Joanne Hodge at the Labour Department, The James Ronald Webster Building, The Valley, Anguilla.

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