

## **Government of Montserrat**

### **VACANCY NOTICE**

#### **CHIEF MAGISTRATE**

Applications are invited from suitably qualified persons for the post of Chief Magistrate in the British Overseas Territory of Montserrat.

#### **JOB PURPOSE:**

To undertake the duties ascribed to the Chief Magistrate under the Laws of Montserrat and to manage the operations of the Office of the Magistrate.

#### **KEY RESPONSIBILITIES**

- Undertake the duties ascribed to the Chief Magistrate subject to the provisions of the Criminal Procedure Code.
- Civil Jurisdiction - *To hear and determine in a summary way all disputes between party and party touching any matter of debt, breach of contract, covenant or other undertaking, injury to the person or other matter in any case in which the debt, damages or balance sought to be recovered does not exceed \$10,000.00*
- To preside as Chairman of the Labour Tribunal
- Hear Affiliation matters and certain matrimonial matters and other matters relating to the custody of children
- Conduct Juvenile Court
- Perform the duties of a Coroner
- Manage the resources at the disposal of the Magistrate's Court, including the duties and responsibilities of Accounting Officer and the development and management of staff performance.
- To undertake such other duties as may be assigned by His Excellency the Governor.

#### **QUALIFICATIONS & EXPERIENCE**

The successful applicant must:

- have a Bachelor's Degree in Law and a Certificate of Legal Education;
- be qualified to practice law on Montserrat and have general knowledge of the Laws of Montserrat;

- have at least 7, and preferably 10, years practicing as an Attorney - at-Law in criminal and civil matters in the OECS or any Commonwealth jurisdiction;
- demonstrate strong leadership and management competencies and excellent communication and interpersonal skills.

## **TERMS OF EMPLOYMENT**

Appointments will be made on a contractual basis for a period of two years with the possibility of renewal.

## **REMUNERATION PACKAGE**

The annual total remuneration package is EC\$155,640.00 detailed as follows:

- Basic Salary - EC\$75,000.00 per annum (Taxable)

### **Allowances**

- Legal Services - EC\$48,000.00 per annum (Taxable)
- Travel - EC\$9,600.00 per annum
- Telephone - EC\$1,800.00 per annum (Taxable)
- Entertainment - EC\$8,400.00 per annum
- Market Premium - EC\$18,000 per annum (Taxable)

**Note: US\$1 = EC\$2.67**

The Market Premium may be negotiated based on qualifications and experience. In addition, a performance based gratuity (currently 12.5%) will be paid on successful completion of the contract.

## **APPLICATION PROCEDURE**

Application forms can be obtained from our website at [www.gov.ms](http://www.gov.ms) or by contacting the Human Resource Management Unit, Office of the Deputy Governor, Brades, Montserrat by e-mail at [hrmu@gov.ms](mailto:hrmu@gov.ms), by telephone at (+664) 491 2365/2444 or by fax (+664) 491 6234.

To apply send your completed application form, supported by a Curriculum Vitae with a covering letter and the names of at least two referees to the Human Resource Management Unit at [hrmu@gov.ms](mailto:hrmu@gov.ms) or to [jobs.hrmu@gov.ms](mailto:jobs.hrmu@gov.ms) by **Friday, December 12, 2014**.

