

FIU Head Business, Risk & Capabilities - Financial Intelligence Unit (FIU) Jersey

Department: Economy

Division: FIU Jersey

Reports to: Director FIU (Director's Office)

Line Management: 4

JE Reference: ECON1020

Grade: CS 13

JE Date: 21.03.2024

Job purpose

The role is one of three key leadership positions within the Director's Office. The post holder is accountable and leads on FIU business, operational risk, operational enablers and capabilities that support the effectiveness and ability of the FIU to obtain, hold and manage sensitive intelligence and utilise systems and capabilities to exploit it fully and ensure it delivers against its operational responsibilities. The role oversees all aspects of governance, risk, data protection, technology, security and information security – all critical areas of an intelligence agency and aligns with wider training and capability crossovers, ensuring that the multi-dimensional nature of the FIU is well co-ordinated and fully informed. The role requires strategic vision and close co-ordination with intelligence teams ensuring the FIU remains adaptable, effective and forward leaning and that the various deliverables and focuses are correctly harmonised and informed.

Job specific outcomes

Business Strategy and Director's Office

- Lead, inspire and motivate a team of subject specialists and capability leads and employees to ensure the FIU can deliver operational excellence, high employee engagement and service improvement. Responsible for enabling this through effective people and performance management structures including setting, communicating, monitoring and reviewing service and performance KPI's to maintain and improve levels of service, outputs and overall effectiveness.
- Identify opportunities to improve the efficiency of the service and the customer experience, making recommendations to Director's Office leadership and associated stakeholders on how these can be delivered and achieved and be accountable for the successful implementation and ongoing review, ensuring compliance with the One Gov vision.
- Preparing and co-ordinating Governance Board and ministerial requirements on Business, Risk and Capabilities, such as FIU strategic input to GoJ planning, FIU annual and long-term plans and approach, FIU Governance Board and improving FIU product to stakeholders.
- Collaborating to determine and implement business strategies that support the FIU transformation and continual development, while also providing consultation with FIU staff for improvements.

Risk

- Develop and implement a risk control framework (including resilience and business continuity) with associated risk registers and risk monitoring to ensure ongoing risk management and audit across all relevant risks faced by the FIU as an intelligence agency.
- Implement, maintain and develop effective multi-agency links, joint working and processes which enable the department to meet its statutory and common law duties of care towards customers and staff.

Capabilities

- Aligning to GoJ, Egmont Group, International Standard setters (such as FATF) and FIU annual and strategic objectives, align with other external relationships and ensure action plans are developed, maintained and delivered against and ensure the availability, collection and dissemination of relevant information across the FIU.
- Overseeing the daily operations of the FIU. Ensure a secure operating environment and managing potential security incidents. Ensuring clear adherence to data and intelligence handling, legislation, GoJ and FIU policy and procedures are delivered successfully. Oversee and audit risk management against the delivery of all non-casework tasks, including supporting the governance structure and managing data, technology, training and communication approaches.

Co-Ordination

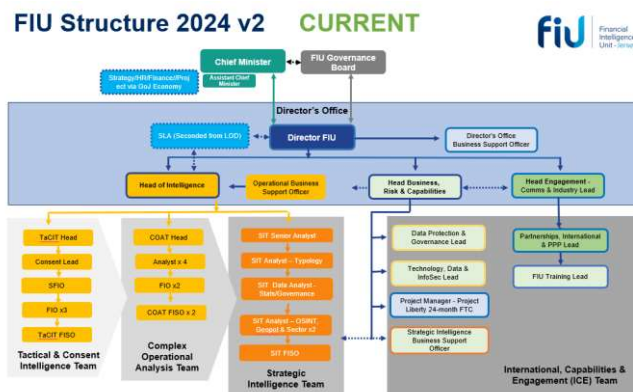
- Driving the Business, Capabilities and Risk aspects of the Annual plan and annual reporting mechanisms, while overseeing efficiency and innovative initiatives from ideation to implementation. This may include the use of new sources, technology or other engagement means and providing a complete picture of the FIUs operations and also involve co-ordination to other collaborative international partnerships.

The Business, Risk and Capabilities team size is expected to expand in 2025.

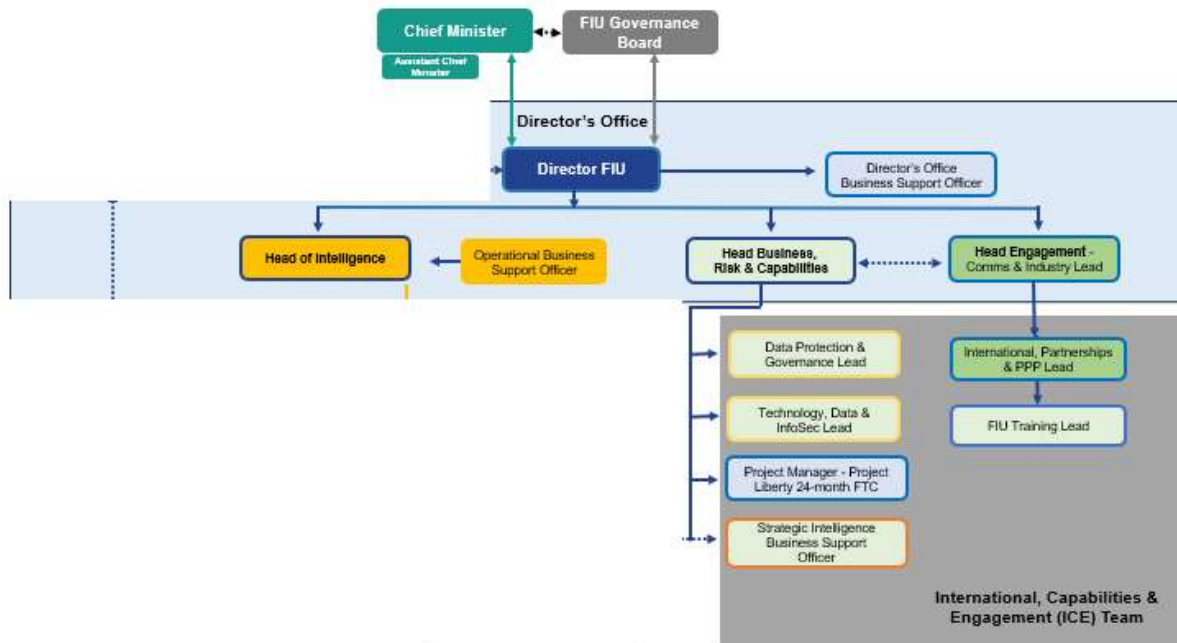
Statutory responsibilities

- To be responsible for your own health and safety and that of your colleagues, in accordance with the Health and Safety at Work (Jersey) Law, 1989
- To work in accordance with the Data Protection (Jersey) Law

Organisation chart



Alignment across Director's Office and Responsibility Structure



Person Specification

Specific to the role

Personal Attributes - Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the Government of Jersey tier 4 core accountabilities attributes and behaviour indicators.

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<p>Level 6 (graduate) qualification in risk, compliance, intelligence, financial services, business management or equivalent experience.</p> <p>Supporting professional experience or a collection of Level 5 (diploma) professional qualifications will be considered or equivalent experience.</p> <p>15+ years of general professional experience, including a minimum of 10 years in financial crime/compliance/regulatory in either public or private sector</p>	<p>Level 7 (e.g. MBA) or higher degree in:</p> <ul style="list-style-type: none"> • Risk • Compliance • Business <p>Or similar</p>
<p>Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	<ul style="list-style-type: none"> • Comprehensive planner who is willing to listen to direction and drive a resulting capability. • Understanding of organisational effectiveness and business excellence. • Ability to build strong and lasting relationships across the public and private sectors. 	<p>Understanding of GoJ financial crime strategies.</p> <p>Strong knowledge of financial crime and Jersey NRA priority areas.</p> <p>An understanding of the needs and challenges of working with intelligence data.</p>

	<ul style="list-style-type: none"> • Understanding of the risk landscape that face Jersey and Competent Authorities both now and in the future alongside the understanding on government information security processes. • Detailed understanding of the strategic, legislative and political frameworks. 	
Technical / Work-based Skills	<ul style="list-style-type: none"> • Planning and delivering change and transformation. • Effectiveness and credibility with a diverse range of stakeholders. Be a strong relationship manager. • Ability to multi-task and deliver high quality product to tight timeframes. • Be able to work with limited supervision, planning and prioritising workloads and making clear and well communicated decisions. • Understanding of risk assessment process, risk management and action planning. • Ability to challenge and negotiate with stakeholders to implement and adhere to legal and policy requirements and to improve performance; willing to lead challenging conversations where necessary. • Organised; able to deal with multiple competing priorities and a high workload. • Experience of robust programme management, including risk identification, mitigation and reporting 	<p>Understanding of risk assessments and action planning.</p> <p>Business minded identifying challenges and work to secure pragmatic and long lasting solutions</p> <p>Advanced business and reasoning skills, with evidence of working at pace in a complex multi-stakeholder environment to design and implement governance, operational and improvement programmes.</p> <p>A practical and pragmatic approach to problem solving.</p> <p>Can-do attitude and extreme dedication to efficiency.</p>
General Skills/Attributes	<ul style="list-style-type: none"> • Highly reliable, efficient and self-motivated and utilising strong diplomacy and financial crime knowledge • Ability to work independently and autonomously. • Ability to motivate employees while guiding them through difficult change and delivering on objectives. • Excellent presentation and communication skills to communicate complex, sensitive or contentious information • Excellent writing skills; ability to create documents, communications materials and supporting government publications which explain complex issues clearly and simply. • Political awareness and the ability to make challenging decisions under pressure. 	<ul style="list-style-type: none"> • Data driven and detail oriented with excellent organisational skills. • Interest in the international landscape and threat profiles.

<p>Experience</p>	<ul style="list-style-type: none"> • Experience in one or more of: Financial crime, FIUs, Intelligence, regulatory, Business compliance or risk management, international engagement, academia, legal, trust, liaison manager • Experience of building a programme of work and contributing to projects which impact across government services from a governance perspective. • Experience of representing the views of GoJ, FIU senior managers or others to ensure that organisational policy, political, and communications priorities are fully understood by stakeholders. • Experience of process design, management, measuring outcomes and performance indicators. • Experience of robust programme management, including risk, mitigation and reporting. • 	<ul style="list-style-type: none"> • Expertise in financial crime risks and typologies, in particular those that relate to Jersey. • Experience of engaging successfully with a full range of stakeholders at all levels including Ministerial/Head of Authorities down to investigators and junior business staff. • Experience of successfully leading the development of delivery plans to meet strategic priorities.
	<p>The post holder is required to undergo SoJP Jersey vetting and UK National Security Vetting to a minimum of Security Clearance level.</p>	