



## DIRECTOR, LEGAL SERVICES

Salary Range: \$9,401,821-\$12,644,404

The Betting Gaming & Lotteries Commission (BGLC), the statutory body responsible for regulating Jamaica's gaming industry, is seeking an experienced and highly strategic legal professional to lead its Legal Division in the role of **Director, Legal Services**.

### THE ROLE

Reporting directly to the Executive Director, the **Director, Legal Services** will oversee all legal affairs of the Commission, providing expert legal advice, representation, and regulatory guidance to ensure compliance with applicable laws, including Anti-Money Laundering/Counter Financing of Terrorism (AML/CFT). The role carries responsibility for shaping legal strategy, leading legislative review and reform, managing litigation, and ensuring effective delivery of legal services in support of the Commission's mandate.

### KEY RESPONSIBILITIES

- Lead the operations of the Legal Division, ensuring delivery of timely and sound legal services.
- Provide authoritative legal advice to the Executive Director, Board, and Divisional Heads.
- Guide the review and amendment of legislation, regulations, and policies relevant to the gaming industry.
- Represent the Commission before courts, tribunals, and other judicial bodies.
- Instruct and manage external counsel on matters before the courts and tribunals.
- Support enforcement through preparation of cases, disciplinary matters, and due diligence investigations.
- Provide legal advice and representation on employment, staff relations, and disciplinary matters.
- Participate in the review and development of policies and procedures to ensure compliance with legal, regulatory, and governance standards.
- Advise on compliance with POCA, AML/CFT, and other regulatory requirements.
- Develop and manage Divisional Operational Plans, budget, and performance monitoring.
- Lead, coach, and develop legal staff to ensure succession readiness and high performance.
- Build effective relationships with Government ministries, regulatory bodies, law enforcement, and industry stakeholders.

### APPLICANT MUST HAVE:

- Bachelor of Laws (LLB) and Certificate of Legal Education.
- Practicing Attorney-at-Law at the Jamaican Bar.
- Minimum of six (6) years' legal practice, including at least three (3) years at a senior management level.
- Strong knowledge of Jamaican legislation and regulatory frameworks, particularly AML/CFT, commercial, tax, and business law.
- Experience in litigation, legislative review, and legal advisory work.

- Knowledge of the gaming, betting, and lottery industry is an asset.
- Demonstrated expertise in legal services and regulatory compliance.
- Strong strategic thinking, decision-making, and policy development skills.
- Excellent advocacy, negotiation, and research capabilities.
- Proven leadership in managing teams and developing talent.
- High level of integrity, professionalism, and accountability.
- Exceptional communication and stakeholder engagement skills.

## **APPLICATION PROCESS**

Interested applicants must submit a detailed résumé and cover letter addressed to:

### **Director, Human Resources & Administration**

Human Resources & Administration Division  
Betting Gaming & Lotteries Commission  
78cef Hagley Park Road  
Kingston 10

**Submit application at: <https://tinyurl.com/DirectorLS>**

**Application Deadline: October 24, 2025**

We thank all applicants for their interest; however, only shortlisted candidates will be contacted.