

CANDIDATE
BRIEF FOR THE
POSITION OF:

COMPLIANCE AND ENFORCEMENT DIRECTOR



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LETTER FROM THE INFORMATION COMMISSIONER

Dear Candidate

I am pleased to introduce this candidate pack, providing you with everything you need to know about the Compliance and Enforcement Director. This is a new role and an exciting opportunity to join a growing organisation working closely with an experienced senior leadership team.

The JOIC is the operational function of the Jersey Data Protection Authority (JDPA). We are an independent regulatory authority that oversees Jersey's data protection laws in both the public and private sectors.

We have a small but impressive team of 19 talented professionals who enforce Jersey's data protection laws and provide a broad range of communication and outreach services. The JOIC is also responsible for regulating Jersey's Freedom of Information Law, which holds public authorities accountable through providing the public with access to information. We are overseen by a small but highly experienced Authority, the JDPA, who provide expertise and guidance on strategic matters.

Our activities see us regularly collaborate with local and international partners, sharing expertise in data protection, regulation and financial services, to name just a few areas. We have established positive working relationships with local government, public authorities, private sector stakeholders and international partners characterised by collaboration and respect. The public and private sectors locally are generally supportive of data protection, however, promoting compliance and sustaining these relationships requires skilful handling by our senior leadership team.

We are a strongly purpose driven team, and as such our strategic priorities and business planning processes are more than just words on a page. It is both refreshing and exciting to have formed a team who are keen to develop our service and achieve our strategic priorities for the benefit of our Island.

After 8 years of building a fit-for-purpose regulatory authority, we are seeking to increase enforcement capability. The organisations we regulate have also had 8 years to build the foundations of their data protection governance programmes. It is now time to actively move the compliance dial through our new strategic approach; whereby visible, proactive and proportionate enforcement forms an essential component. We are looking for an experienced, technically proficient and forward-thinking individual to join us, helping to refine our enforcement strategy and providing a high level of investigative expertise to the team.

The successful candidate will possess a wide range of skills and qualities which will form an essential cornerstone of our Executive Leadership Team and help the JOIC to successfully navigate the myriad of challenges facing our Island in terms of privacy and data protection regulation. The post is a permanent role, to help us build our knowledge, capacity and strengthen our succession planning.

If you are looking for a challenging and rewarding leadership role in data protection, I encourage you to complete the application process.

Yours sincerely,

Paul Vane
Information Commissioner



BACKGROUND

The Jersey Data Protection Authority

The Jersey Data Protection Authority (the JDPA/Authority) was formed in 2018. It is an independent statutory body established to promote respect for the lives of individuals through ensuring privacy of their personal information.

The Authority oversees the work of the Jersey Office of the Information Commissioner (JOIC) supporting the development and implementation of initiatives to accomplish their strategic priorities.

[Click here](#) for more information about us.

JOB DESCRIPTION

As a member of the Executive Team, the Compliance and Enforcement Director provides organisation-wide leadership, contributing to corporate strategy, collective decision-making and the overall performance and governance of the JOIC, in addition to leading the Compliance and Enforcement function.

Serving as the JOIC's senior authority for compliance and enforcement decision making under delegated powers from the Information Commissioner, the role provides strategic leadership on JOIC's investigatory and enforcement posture, ensuring alignment with European regulatory norms and international best practice.

Representing the JOIC as its senior spokesperson on compliance and enforcement matters, the DoE builds strategic relationships with key stakeholders, shapes Jersey's compliance and enforcement approach through public, media and regulatory engagement, and provides strategic oversight of local and international compliance and enforcement activity, including cross-border investigations and cooperation with international data protection authorities.

Through strategic leadership, the role drives performance for Compliance and Enforcement and ensures enforcement activity remains responsive to emerging risks, legislative change and the evolving regulatory environment.

Accountabilities and Responsibilities

TECHNICAL / JOB SPECIFIC

The Compliance and Enforcement Director is responsible for leading proactive investigations, ensuring timely regulatory interventions and delivering high-impact compliance and enforcement outcomes that support the JOIC's strategic priorities, policies and statutory mandate under the Data Protection (Jersey) Law 2018 and the Data Protection Authority (Jersey) Law 2018.

The postholder ensures the effective and proportionate use of the full range of compliance and enforcement tools and powers including the power of entry and search, the issue of Information Notices, the power to conduct or require data protection audits, as well as the ability to issue sanctions in the shape of Orders and Reprimands under the Data Protection Authority (Jersey) Law 2018. Similarly, the postholder will lead on casefile preparations for fine proposals and Public Statements to the Authority for their consideration.



The role is accountable for the following areas of responsibility:

STRATEGY

- Act as the lead contributor to JOIC's compliance and enforcement strategy, ensuring compliance and enforcement activities align with its vision, values and strategic priorities.
- Collaborate with senior JOIC colleagues to shape compliance and enforcement activities into tactical business plans and regulatory programmes and services.
- Proactively maintain and operationalise the JOIC's compliance and enforcement strategy, exercising continuous improvement to ensure it is relevant and responsive to changes in the external environment.

COMPLIANCE AND ENFORCEMENT OPERATIONS

- Provide authoritative, evidence-based advice to the Information Commissioner and the JDPA on complex, high-risk investigations and regulatory interventions.
- Develop robust, defensible recommendations on the selection and prioritisation of cases for investigation supporting sound regulatory decision-making and alignment with the JOIC's statutory mandate.
- Serve as the senior authority for compliance and enforcement, determining the design and delivery of regulatory approaches, ensuring consistency between strategic priorities and operational casework.
- Ensure that appropriate systems are in place to proactively monitor the quality, timeliness and proportionality of operational delivery.
- Contribute expert insights to the preparation of the Data Protection and Freedom of Information annual reports by providing relevant compliance and enforcement information.

PERFORMANCE MANAGEMENT

- Work closely with the Operations Director and the Compliance and Enforcement Manager to set challenging and realistic targets and performance measures, ensuring alignment between strategic plans and operational delivery.
- Use compliance and enforcement data to generate insights, identify risks and trends, and inform continuous improvement across regulatory activities.
- Promote a culture of reflective practice and continuous improvement by embedding learning from casework into policy, guidance and operational processes.
- Provide expert guidance and mentoring to support the development of compliance and enforcement capability, ensuring professional standards and specialist expertise are maintained.

LEADERSHIP AND MANAGEMENT

- Serves as the Commissioner's principal deputy on compliance and enforcement matters, exercising delegated authority where appropriate.
- Act as a senior specialist leader within JOIC, modelling professional excellence and contributing expert compliance and enforcement insight to strategic and organisational decision-making.
- Work collaboratively across functions (e.g. policy, guidance, communications), ensuring a coherent and consistent regulatory approach.
- Lead the development and refinement of compliance and enforcement policies and procedures ensuring they are risk-based, proportionate and aligned with legislative requirements.
- Ensure planning, budgeting and performance monitoring of compliance and enforcement activities.



- Lead, develop and motivate the Compliance and Enforcement Team. This includes overseeing performance, creating a culture of continuous improvement, professional development and living the JOIC values.

GOVERNANCE AND RISK

- Support the Information Commissioner in discharging statutory functions by providing strategic advice on compliance and enforcement priorities, including areas requiring thematic investigations, ensuring enforcement activity is lawful, proportionate and defensible.
- Lead horizon scanning and the identification, assessment and escalation of emerging technologies, novel data uses and enforcement-related risks. Advise the Information Commissioner and the Authority on strategic compliance and enforcement priorities and ensure risks are effectively managed within the organisation's governance framework.
- Maintain oversight of professional and governance standards within compliance and enforcement activity, ensuring consistency, integrity, and accountability.
- Monitor and interpret developments in data protection and relevant international frameworks, ensuring JOIC's compliance and enforcement approach remains current and effective.
- Develop operational policies for the JOIC in line with Governance requirements and industry best practice.

RELATIONSHIP MANAGEMENT AND INFLUENCE

- Build and maintain trusted relationships with key stakeholders, including the JDPa, Government, industry and regulatory counterparts, to support effective regulatory outcomes and coordinated approaches.
- Provide expert input to external engagement, supporting the Information Commissioner in promoting understanding of data protection and strengthening confidence in JOIC's regulatory role.
- Influence stakeholders through clear, evidence-based positions, encouraging compliance and responsible data practices.
- Collaborate across internal and external networks to enhance the effectiveness and impact of compliance and enforcement activity.

Accountabilities and Responsibilities

ESSENTIAL

- Significant expertise (minimum 7-10 years) in data protection and information rights legislation, supported by a relevant professional qualification or equivalent experience, with a comprehensive understanding of the legal and regulatory framework within which the JOIC operates.
- A proven track record of leading and overseeing complex investigations within a regulatory, oversight or law enforcement environment, with demonstrable expertise in investigations, legal process, evidence gathering and case file preparation.
- Experience of working at a strategic level and in a leading role. A successful track record as a credible operational leader, including the delivery of performance improvements demonstrated through measurable outcomes.
- Demonstrable ability to develop and implement compliance and enforcement strategy, influence organisational direction and provide authoritative advice to boards or senior decision-makers.
- Significant management knowledge and experience, with the ability to manage performance and motivate others. Experience of coaching and mentoring, undertaking recruitment, induction and development of team members.



- Commercial and business acumen, including an understanding of how the data protection regulatory environment impacts on businesses and how to help them.
- Excellent communication, presentation and influencing skills, with the ability to credibly engage and persuade large and diverse audiences on complex and strategic data protection issues, translating technical and legal concepts into clear, authoritative and accessible messages.
- Good digital literacy with a strong technical knowledge of finance systems and Excel, as well as an understanding of data protection principles in a Finance setting.

DESIRABLE

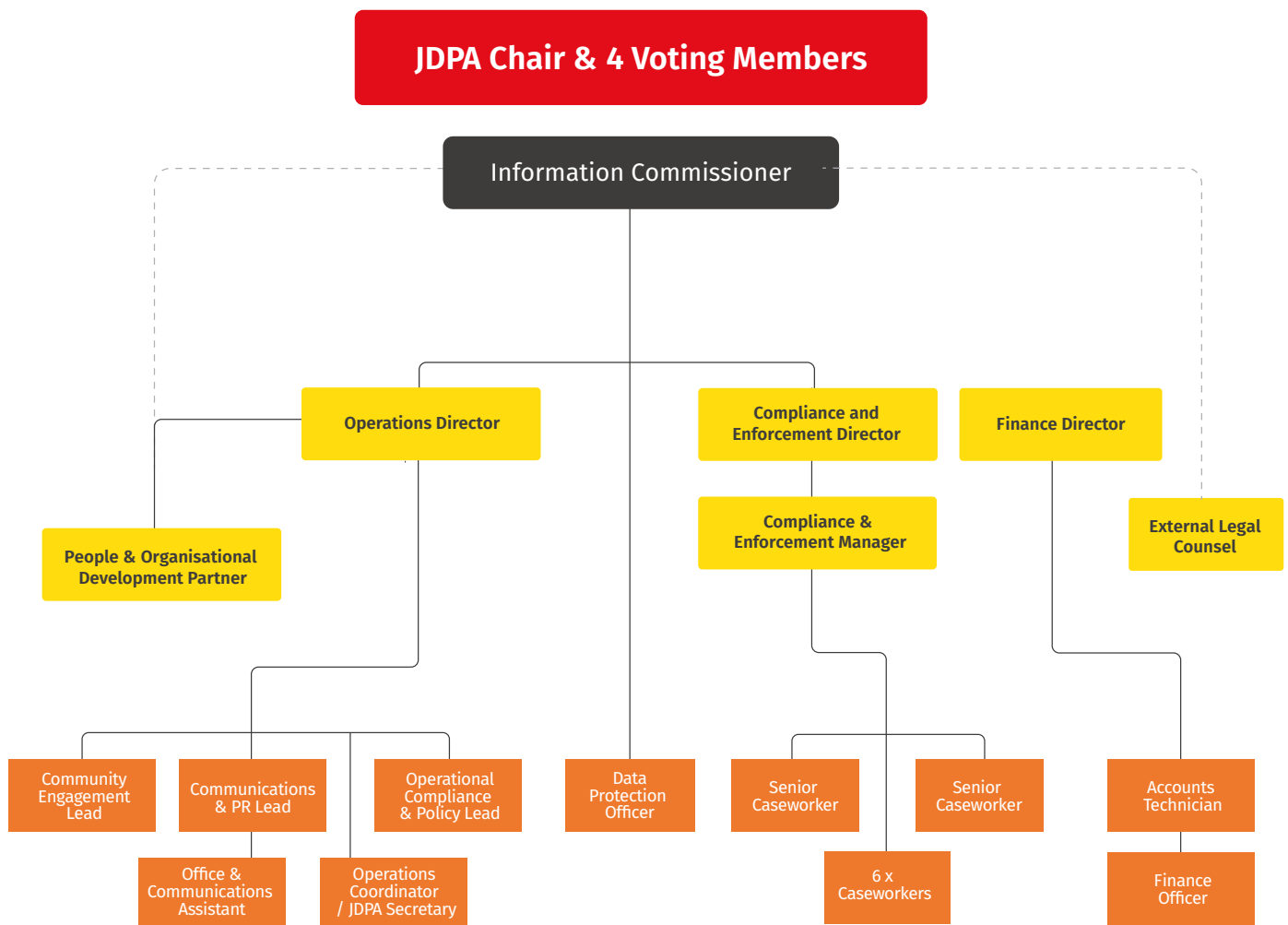
- Holds a data protection qualification and has a strong understanding of the type of legal and regulatory framework in which JOIC operates, e.g. Data Protection Law, Data Protection Authority Law, Freedom of Information Law, and related legislation.
- Relevant degree qualification plus additional postgraduate qualification (e.g. Compliance and Enforcement) or equivalent knowledge and experience.
- Experience managing high profile or sensitive compliance and enforcement matters.
- Financial and performance management skills.
- Successful management of media and the press is desirable.
- Knowledge of Environmental Social and Governance reporting.



ORGANISATION CHART

You can find more information about our team here:

Jersey Office of the Information Commissioner - Team (jerseyoic.org)





STANDARDS OF PUBLIC LIFE

The candidate must act in accordance with the Standard of Public Life, which are set out below, and should be able to demonstrate their ability to meet these principles:

Integrity: Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

Selflessness: Holders of public office should take decisions solely in terms of the public interest.

Objectivity: holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability: Holders of public office are accountable for their decisions and actions to the public and must submit themselves to the scrutiny necessary to ensure this.

Openness: Holders of public office should act and take decisions in an open and transparent manner. Information should be disclosed to the public unless there are clear and lawful reasons for not disclosing it

Honesty: Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership: Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.



WHY WORK FOR THE JOIC

WORK THAT MATTERS. PEOPLE WHO MAKE IT HAPPEN.

At JOIC, we're here to build trust. Whether we're investigating complex cases, developing guidance, engaging with the public or supporting the organisation behind the scenes, our work helps ensure personal information is used fairly, responsibly and with respect.

We're Jersey's regulator for data protection and privacy, but we're far from a typical regulator. We believe good regulation is about more than enforcing the law. It's about building confidence, encouraging good practice and finding practical solutions that make a real difference.

SMALL TEAM. BIG IMPACT.

Although we're a small organisation, our ambitions are anything but small. Over the past eight years we've grown in expertise, influence and reach. Here, your contribution won't get lost, you'll work closely with experienced colleagues, influence decisions and see the impact of your work.

BENEFITS AND REWARDS

We offer an excellent total reward package.

Compensation & Benefits

- Competitive salary
- Incremental pay progression
- Reward principles
- Generous employer pension contribution
- Private medical insurance
- Training and development



Culture & People

- Purpose driven
- Informal and Inclusive
- Collegiate
- Proud of what we do
- Social responsibility
- Excellent team spirit



Work Environment

- Good technology and resources
- Modern and spacious offices
- Vibrant work environment
- Central location



Wellbeing

- Flexible working
- Autonomy
- Work/life balance
- Policies and procedures
- Education and support



WHAT WE'RE LOOKING FOR

We value curiosity, integrity, sound judgement and collaboration. Whether you bring specialist expertise or transferable skills, we'll support your development and help you build the knowledge and confidence to succeed.

We welcome people from all backgrounds and experiences because diverse perspectives help us make better decisions and better represent the communities we serve.



Remuneration

This role is remunerated at band 9 on JOIC's salary scale: £114,517.55 to £123,861.62.

The benefits package includes private medical insurance and a generous pension scheme.

Eligibility

Applications are welcomed from suitably qualified candidates in Jersey and internationally. For candidates who do not already have the right to work in Jersey, the JOIC may support an application for the necessary work permit and immigration permissions, subject to eligibility and approval by Jersey Customs and Immigration Service.

Application Process

Applications must be submitted via the JOIC Careers page at jerseyoic.org/careers. We are unable to accept applications by email.

Interviews

We anticipate interviews for this role taking place between 19 and 23 October 2026. If you are selected for interview, we will contact you to discuss the schedule.

Strategic priorities

Details of JOIC's strategic priorities can be found by [clicking here](#).



ABOUT JERSEY, CHANNEL ISLANDS

Jersey, officially the Bailiwick of Jersey, is an island country and self-governing British Crown Dependency. It is the largest of the Channel Islands and is 14 miles from the north-west coast of France.

Jersey is independent of the United Kingdom and with its own parliament, laws and taxes. It is within the British Common Travel Area and its currency is the Jersey pound. The island is 9 by 5 miles in size and includes 108,000 residents. Its official languages are English, French and Jèrriais. Financial services represent almost half of the Jersey economy and the island enjoys almost full employment.

As the success of the financial services industry depends on investor trust and confidence, it is essential for Jersey to maintain and enhance its international reputation as a well-regulated jurisdiction where it is safe to invest money and process data. To this end, the island has adopted the highest international standards of financial services and data protection regulation. Its data protection laws mirror the European Union General Data Protection Regulation.

Further information

If you have any queries or would like more information, please contact: careers@jerseyoic.org