



GOVERNMENT EMPLOYEES' RETIREMENT SYSTEM

OF THE VIRGIN ISLANDS

Executive Career Opportunity

ADMINISTRATOR / CHIEF EXECUTIVE OFFICER

The Administrator is the chief executive officer at the Government Employees' Retirement System of the Virgin Islands (GERS). The incumbent executes their duties and responsibilities as outlined in Title 3, section 715 (c) and (d) of the Virgin Islands Code with advice and consent from the Virgin Islands Legislature. The position receives direction from the GERS Board of Trustees and serves as the Board Secretary. The Administrator provides leadership to enhance the internal organizations' processes and is primarily responsible for managing the GERS' daily operations, implementing, and monitoring Board policy, and coordinating the activities of the investing, consulting, and contracting firms on behalf of the System. This individual also serves as the Chief Advisor/ Manager of the Havensight Mall.

THE IDEAL CANDIDATE

Skilled leader with the vision, discipline, tenacity, creativity and skills to set and achieve strategic goals and leave a legacy. Ability to work effectively and objectively with elected officials while maintaining independence. Ability to personally demonstrate integrity, intellectual honesty, work ethic, and genuine concern for the System's staff and members, inspiring public confidence and motivating employees to do their best. Public servant who is passionate about building a greater GERS with citizens and groups across the Territory. Change agent who use data and performance metrics to drive continuous improvements and achieve the results that matter most.

EDUCATION / EXPERIENCE

Graduation from a recognized and accredited four-year college or university with a Master's Degree in Business Administration, Public Administration, Management, Economics, Public Policy, Accounting, Finance, or other related fields and a desired minimum of ten (10) years of professional experience in an executive-level position with experience leading and managing within a defined benefit or other pension system or financial management, management of public funds or, investments. Certified Public Accountant, Certified Financial Analyst, or similar certifications are preferred but not required.

HOW TO APPLY

For more information about this executive career opportunity, please visit our website at www.usvigiers.com. This is a confidential process and will be handled accordingly throughout the various stages of the process. Candidates should be aware that references will not be contacted until mutual interest has been established. The final date for submission of resume packages is July 14, 2021. Interested candidates should immediately submit a resume, compelling cover letter of interest, salary history, and professional references to **(electronic submittals are required)**:

Executive Search Committee- GERS Board of Trustees

Email: HRDEPT@USVIGERS.COM

Questions may be referred to Asiah Clendinen Gumbs at (340) 776-7703 extension 4907. Candidates will be presented to the Board of Trustees, and the final candidate later presented to the Legislature for confirmation.



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