



HUMAN RESOURCE MANAGEMENT DIRECTORATE

Church Folly, Grand Turk, Turks & Caicos Islands. Ph: 649-946-2801, Fax: 649-946-1582

Her Excellency the Governor invites applications for the position of:

THE DIRECTOR OF PUBLIC PROSECUTIONS

TURKS AND CAICOS ISLANDS

Closing date for receipt of applications: midnight on Sunday 19th October 2025

Role:	Director of Public Prosecutions
Organization:	Office of the Director of Public Prosecutions
Location:	Providenciales, Turks and Caicos Islands
Salary:	US\$146,792.00 plus allowances
Role Type:	Permanent/Full Time

Job Description - Director of Public Prosecutions

Her Excellency the Governor, Dileeni Daniel-Selvaratnam seeks applications from suitably qualified individuals for the role of the Director of Public Prosecutions of the Turks and Caicos Islands.

Purpose and Context

The **Director of Public Prosecutions Prosecutor (DPP)** is the Head of the Office of the Director of Public Prosecutions, responsible for instituting and undertaking all criminal proceedings of offences against laws in force in the Turks and Caicos Islands, at all levels of Court. The Office of the DPP forms one of the constitutional institutions protecting good governance in the Turks and Caicos Islands.

As the DPP, you will be a critical participant in the administration of justice, responsible for the delivery of an independent and effective prosecution service that is both fair and just. Core to the role is the prosecution of criminal offences. You will play a pivotal role within the criminal justice system - building and maintaining public confidence in the criminal justice system and working in partnership with, and promoting institutional cooperation among, other criminal justice stakeholders and agencies.

As the DPP, you will be responsible for setting the vision and priorities of the Office of the DPP. You will inspire the workforce, maintaining professional standards and setting policies. This includes responsibility for the Code for the Public Prosecutors and ensuring the effectiveness and efficiency of processes, including casework. You will be the public





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face of the organisation, maintaining public confidence in the independence and fairness of the Office of the DPP.

You will be a respected legal professional with the ability to shape an organisation, manage and build a high-performing senior team, galvanise and motivate technical experts, set clear standards and encourage a results-focused culture to achieve strategic objectives.

You will have a minimum of 15 years call or post qualified experience as either an Attorney at Law or Barrister and are likely to have had significant and extensive criminal litigation practice experience, working with the Judiciary, the Bar, the Government Legal Service and prosecution departments or a law firm.

You will be an excellent communicator, with the ability to form positive, effective and trusted relationships with a range of senior stakeholders. You will be a strong decision maker on legal matters, supported by a rigorous and analytical capability. Confident, resilient and energetic, you will be able to operate effectively in a complex, political environment, at pace.

The British Overseas Territory of Turks and Caicos is located to the south east of the US, south of the Bahamas, and to the north of Hispaniola and Haiti. The Turks and Caicos Islands consists of an archipelago of inhabited and uninhabited islands. The Office of the Director of Public Prosecutions has a staffing complement of 23 members (made of 14 Public Prosecutors and 9 Administrative staff) with an annual budget of approximately US\$2.2 million.

Main Responsibilities

Prosecutions: Direct responsibility for all matters concerning the prosecution of offences in the Turks and Caicos Islands including:

- Advise the Royal Turks and Caicos Islands Police Force and other Law Enforcement Agencies on their investigations on matters of criminal law, policy or practice, including reviewing files submitted by the police and determining relevant charges for prosecution;
- Formulate advice and appropriate actions on serious, difficult and complex cases, often within challenging timeframes;
- Provide leadership and case management in respect of a range of all matters prosecuted in the Turks and Caicos Islands;
- Review and be accountable for the full range of legal advice and actions taken by the Office of the Director of Public Prosecutions;





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- Lead prosecutions within the local courts;
- Prepare detailed analysis of complex, factual and legal issues that concern criminal prosecution in the Turks and Caicos Islands;
- Develop and continually refine a broad strategy for prosecuting cases in conjunction with other relevant agencies in the Turks and Caicos Islands, and where appropriate, with agencies in other jurisdictions;
- Advise the Attorney General on the necessity for legislative changes to improve the efficiency and workings of the Criminal Justice System;
- Prepare and institute the necessary standards and codes of practice for Public Prosecutors and guidelines for the effective and efficient discharge of duties under law; and
- Research, identify and recommend necessary amendments to modernise and improve criminal laws and procedures and the legal framework for the prosecution of matters.

Management / Supervision:

- The Director of Public Prosecutions is the Accounting Officer of the ODPP and responsible for formulating, presenting and managing the annual Budget of the ODPP (as appropriated by the House of Assembly), ensuring compliance with the Public Finance Management laws and regulations in force in TCI;
- The DPP supervises Senior Public Prosecutors and Public Prosecutors including allocating and monitoring of work, advising and guiding on responsibilities, training and mentoring and undertaking performance management responsibilities; and
- Responsibility for continuous development to raise the skills and standards of the Public Prosecutors.

Strategic and Corporate Responsibilities:

- Setting priorities and achieving targets and objectives consistent with those of the wider Criminal Justice System;
- Maintaining the independence of the Office of the DPP in the exercise of its constitutional and statutory functions;
- Carrying out representational duties both locally and internationally; and





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- Promoting effective community engagement, which inspires and raises public confidence in the Office of the DPP.

Essential Qualifications and Experience

This is a demanding senior position with responsibility for senior and junior counsel.

- You will be a qualified Attorney at Law or Barrister, holding a Bachelor of Laws or its equivalent, Legal Profession Certificate or its equivalent, admittance or eligibility to admittance to the bar of the Turks and Caicos Islands;
- You will have at least 15 years post qualification experience, with 8 years at a senior professional level;
- You will have comprehensive knowledge and practical criminal litigation experience within the last 5 years in a commonwealth jurisdiction up to Court of Appeal level; and
- You will have extensive experience in complex criminal cases, serious fraud, financial crime litigation and criminal confiscation cases. Ideally, the post holder should also have comprehensive knowledge of extradition and mutual legal assistance matters.

The applicant must also possess a high level of self-confidence, tact, discretion and confidentiality. The position also requires a good understanding of the workings of Government. The successful candidate must be intellectually rigorous; possess the ability to give sound and timely advice in a demanding environment on a full range of complex legal issues; and able to demonstrate good judgement and strategic thinking.

Experience of the public service of a British Overseas Territory or a small independent common law jurisdiction would be an advantage.

Terms and Conditions

This appointment will be made on a three-year fixed term contract, which can be extended on such terms and for such period as may be mutually agreed. Salary US\$146,792.00 plus allowances. The role attracts a 6% gratuity paid upon successful completion of the contract, payable only to contract personnel. 30 days of annual leave with full pay will be granted, which must be taken during the term of employment.

Relocation Expenses – For non-resident applicants only: Freight up to 230 cubic feet and duty concessions during the first six months of employment, will be applicable to non-resident applicants only; Airfare to and from TCI for the officer, spouse/partner and up to





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two dependent children aged up to 16 years and residing with the officer; and a housing allowance.

Successful applicants will work in accordance with the Public Service Ordinance and other laws of the Turks and Caicos Islands.

Making an application

Suitably qualified individuals should submit:

- A Cover Letter of no more than two pages, setting out how you meet the essential qualifications and experience for the role as detailed in the job description.
- Your Curriculum Vitae (CV) with current contact information, educational qualifications, summary of relevant job experience and the contact details of two referees.
- You will also need to submit a copy of your passport page
- Applicants invited to final interview will be required to provide copies of relevant qualifications as requested by the Turks and Caicos Islands Government HR.
- Two letters of reference will be required before a formal offer of appointment is made.

Applications should be submitted on or before midnight on Sunday 19th October 2025.

Email: recruitment@gov.tc **with the subject line: Director of Public Prosecutions,.**

or hand delivered to:

Her Excellency the Governor, Dileeni Daniel-Selvaratnam

C/o Human Resource Management Directorate,

Church Folly, Grand Turk, Turks and Caicos Islands

When applying, please use the following reference/subject line:

Director of Public Prosecutions

Current serving officers must apply through their Head of Department.





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Applications without supporting documents will not be processed.

Recruitment Process: Interviews are scheduled for end-October/early November.

*We thank all applicants for their interest, however, only persons selected for an interview
will be contacted.*

APPLICATION DEADLINE:

Before midnight on Sunday 19th October 2025

ENDS

