



Guernsey Financial  
Services Commission

## Job Description

Name:	TBC
Title:	Technology Innovation – Assistant Director
Division:	Risk and Operations
Reports to:	Deputy Director
Contract type:	Fixed Term Contract
Updated:	June 2026

### Project Background and Overview of Role

The Commission is aware that technology, such as RegTech, Suptech and artificial intelligence is transforming the way that regulated firms achieve, manage and evidence their compliance with laws and regulations and also how the regulator carries out its own role. Additionally, technology continues to develop at a fast pace which will only increase when new resources, such as ready access to Quantum computing, become available to smaller organisations including regulators.

As laid out within the 3YBP that was proposed for 2024 –2027 we identified two separate areas of work for technology. The first one was how do we supervise firms that are utilising more advanced technology or Regtech and the second one was how do we utilise the new areas of technology ourselves. With the recent setting up of the Technology Innovation Unit, the project will initially focus on the second part of this work.

The Assistant Director will be specifically tasked with coordinating the day-to-day work of the Technology Innovation Unit, working with other technologists and supervisors to make substantive and sensible proposals on how we can adapt our current supervisory processes or tools to enable us to supervise firms more efficiently and effectively.

### Principal Duties & Responsibilities

#### General

1. Working to ensure the Commission delivers high quality prudential, financial crime and conduct regulation within the Bailiwick of Guernsey including facilitating innovation and discouraging poor quality ventures.\*
2. Assisting to protect and enhance the Bailiwick’s international reputation and competitive position\* within the financial services sector in order to promote a regulatory environment in which good firms do good business.\*
3. Assisting with delivering technology-based, innovative solutions for the benefit of the Commission and its staff.

#### Management

4. Assisting the Director and Deputy Director in respect of the operation of the Division on an ongoing basis and managing changing priorities on a daily basis. Overseeing the activities of the functional team for which they are responsible, including the allocation of work to the relevant team’s staff.

\*Quoted from Mission Statement

5. Supporting staff and contributing to their development by assessing staff training needs, providing training as required and general staff management, including undertaking staff appraisals and providing constructive feedback and recognition.

#### Communication and Written Skills

6. Liaising with divisional representatives to identify, develop, create, test and deploy innovative tools to further enhance and augment the Commission's approach to supervision.
7. Preparing and presenting findings, demonstrations and training to a range of stakeholders across the Commission, including at project board meetings.
8. Contributing to meetings clearly and effectively and demonstrating excellent problem-solving skills.
9. Producing written work that is accurate, clear and concise, that can be relied upon as a Commission record.
10. Liaising with staff and key stakeholders across all divisions and building a culture that encourages two-way discussions where information is shared at all levels.

#### Professional Excellence and Cooperation

11. Assisting with internal technology projects relating to supervisory processes, statistical exercises or reviews of procedures.
12. Collaborating with others across the team, Division and the Commission; understanding all aspects of the role and how it contributes to the success of the Commission. Assisting with the training of new staff joining the organisation, recognising the different styles and abilities of the team.
13. Demonstrating an awareness of both Commission and Industry pressures, developing a 'can do' attitude whilst taking personal responsibility for own workload, prioritising tasks and rescheduling as required, ensuring plans are put in place to meet the Commission's business objectives and are communicated appropriately.
14. Representing the Commission and developing career by attending appropriate training courses, conferences, workshops and seminars.
15. Takes responsibility for updating professional and technical knowledge, developing an understanding of regulatory laws, rules, codes and guidance. Working towards accreditation required in the role, including professional qualifications where appropriate.
16. Completing all work promptly to a high standard, in line with team requirements and ensures a high quality of work is consistently produced by the team displaying a high level of attention to detail.
17. Making constructive recommendations for change and improvement and assists in the implementation of all change.

#### Specific to Role

18. Making feasible project proposals and plans that achieve the objectives of the Technology Innovation Unit and align with the Commission's business plan.

19. Demonstrating familiarity with project management methodologies (e.g., agile, waterfall) and associated software tools (e.g., DevOps, JIRA, MS Project).
20. Demonstrating an excellent understanding of technology (e.g., software development, commercial AI enabled products, AI advancements, on-premise infrastructure, Azure and Cloud hosted platforms, microservices, APIs and data repositories).
21. Takes responsibility for reviewing AI enabled, software as a service or web-based tools that may add benefit to the Commission and makes recommendations based on the assessment of these.
22. Working closely with management to prioritise business, infrastructure and information needs.
23. Working with other technologists (e.g., Business Analysts, Developers, Engineers and Data Scientists) and supervisory colleagues and overseeing all user acceptance testing for any project work.
24. Assisting and advising supervisors on the development of innovative tools (e.g., AI agents) and on the use of these as part of risk-based supervision.
25. Using a range of classical statistical and newer machine learning techniques (e.g., Natural Language Processing, Optimisation and Cognitive Computing solutions) to solve problems.
26. Using visualisation techniques and dash-boarding tools to present information and findings (e.g., R Shiny, Power BI).
27. Writing production-grade code (e.g., in Python, R and SQL).

#### Other

Any other duties or responsibilities as may be required from time to time in context with the job and in relation to the services provided by the Division, Department or function.

*This job description is provided as an outline of the duties and responsibilities of the post holder and will be reviewed annually in accordance with the Commission's annual appraisal process and / or in light of any service development or changes.*