Senior Governance & Compliance Professional

Location: Barbados
Reporting To: Managing Director, Vistra Barbados
Function: Governance, Risk & Compliance Services

At Vistra, our purpose is progress. We believe our clients have the power to change the world and contribute to global progress. We help them achieve their ambitions by removing the friction created by the complexities of global business.

Progress happens when people come together and take action. We are committed to creating an environment in which our people can contribute, collaborate and deliver meaningful results for our clients.

The Opportunity

Vistra Barbados is seeking an accomplished governance and compliance professional to lead complex client engagements and support the continued development of our governance, regulatory compliance and beneficial ownership services.

The successful candidate will serve as a trusted adviser to boards, board committees, senior executives, regulated entities and other clients. The role requires a commercially minded professional with the credibility to operate at board and executive level, the technical expertise to advise on complex governance and regulatory matters, and the leadership capability to develop scalable, high-quality service offerings.

Key Responsibilities

Client and Engagement Leadership

- Lead significant governance and compliance engagements, serving as the principal relationship contact for assigned clients.
- Advise boards, board committees and senior management on governance obligations, emerging requirements and leading practices.
- Oversee the preparation and coordination of board and committee agendas, papers, annual workplans, governance calendars, minutes, action schedules and related deliverables.
- Ensure that engagements are properly scoped, resourced and delivered to agreed standards, timelines and commercial expectations.
- Build trusted, long-term relationships with clients and maintain a consistently high standard of service.

Governance Advisory

- Design, implement and review governance frameworks, policies, charters, mandates and related governance instruments.
- Advise directors and senior executives on their roles, duties and responsibilities.
- Lead or facilitate board and committee effectiveness evaluations.
- Develop and deliver governance briefings, training and thought leadership for boards, management teams and clients.
- Monitor governance developments and translate applicable requirements and emerging practices into practical client solutions.

Regulatory Compliance

- Advise regulated entities on applicable regulatory requirements and compliance obligations.
- Design, implement and review regulatory compliance frameworks, policies, procedures and monitoring arrangements.
- Oversee regulatory filings, submissions and compliance calendars.
- Coordinate responses to regulatory inspections, examinations and information requests.
- Engage with regulators and other authorities, where appropriate, on behalf of Vistra or its clients.
- Identify and escalate material regulatory or compliance concerns in a timely manner.

Beneficial Ownership Compliance

- Contribute to the development and implementation of Vistra's beneficial ownership compliance framework and related client services.
- Review and assess complex ownership and control structures, including nominee and other legal arrangements.
- Oversee complex verification, interpretation and escalation matters.
- Provide technical guidance to colleagues and clients on beneficial ownership requirements and related compliance obligations.
- Promote consistent documentation, decision-making and quality standards across beneficial ownership engagements.

Business Development and Service-Line Growth

- Identify and develop new governance and compliance service opportunities.
- Contribute to proposals, presentations and client pitches.
- Develop market-facing insights, briefings and thought leadership.
- Build productive relationships with regulators, professional bodies and relevant industry stakeholders.
- Collaborate with colleagues across Vistra to develop integrated solutions and generate cross-service opportunities.
- Support achievement of agreed revenue, profitability and growth objectives.

Leadership, Risk and Quality

- Provide technical leadership, coaching and guidance to colleagues supporting governance and compliance engagements.
- Allocate and review work, monitor delivery and promote professional development.
- Maintain high standards of technical quality, professional conduct, confidentiality and risk management.
- Lead or support quality assurance reviews and ensure that identified improvements are implemented.
- Ensure that engagements comply with applicable legal and regulatory requirements, Vistra policies and professional standards.

Qualifications and Experience

Applicants should possess:

- A recognised professional qualification in corporate governance, law, compliance, risk management or a related discipline. A Chartered Governance Professional qualification would be highly regarded.
- At least eight to ten years of relevant experience in governance, corporate secretarial services, regulatory compliance, legal services, risk or financial services.
- Significant experience advising boards, board committees and senior executives.
- Strong knowledge of corporate governance frameworks, directors' duties and corporate secretarial practice.
- Experience working with regulators and regulated entities.

- Sound knowledge of anti-money laundering, counter-terrorist financing and beneficial ownership requirements.
- Experience managing complex client engagements and competing priorities.
- Strong written, analytical, presentation and stakeholder-management skills.
- Demonstrated commercial awareness, including experience contributing to proposals, client development or service-line growth.
- Experience in an international corporate services or professional services environment.

Experience supporting listed entities and familiarity with the requirements of the Financial Services Commission and other relevant Barbados regulatory authorities would be advantageous.

Core Capabilities

The successful candidate will demonstrate:

- credibility and sound judgement at board and executive level;
- strong technical governance and regulatory capability;
- strategic and commercial thinking;
- leadership and team-development skills;
- excellent client relationship management;
- the ability to interpret complex legal and regulatory requirements;
- clear, concise and persuasive written and verbal communication;
- discretion and integrity in handling sensitive matters; and
- a strong commitment to quality, accountability and timely delivery.

How to Apply

Interested applicants are invited to submit a **résumé and covering letter outlining their relevant experience and suitability for the role** to Barbados.Info@Vistra.com by close of business on Friday November 13, 2026.

Only applicants selected for further consideration will be contacted.