



JOIC

JERSEY OFFICE OF THE
INFORMATION COMMISSIONER

CANDIDATE BRIEF FOR
THE POSITION OF:

JDPA VOTING MEMBER

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LETTER FROM THE JDPA CHAIR

Dear Candidate

I am pleased to introduce this candidate pack, providing you with everything you need to know about becoming a Jersey Data Protection Authority (JDPA) voting member. This is an exciting opportunity for two new voting members to join a growing organisation working closely with an experienced JDPA board and JOIC Executive team.

The JDPA are an independent regulatory authority overseeing Jersey's data protection laws in both the public and private sectors. The role of the JDPA is to provide statutory independent oversight and support to the functions of the Jersey Office of the Information Commissioner (JOIC) and is mandated in the Data Protection Authority (Jersey) Law 2018.

Regulating data protection has become increasingly complex in recent years, and more important than ever before. Jersey, like its UK and European neighbours is still adjusting to the challenges and changes faced during Brexit and the pandemic, which tested our resolve in data protection and privacy as in many other areas of work and life.

For many years now, we have been only too aware of the threats posed by rapidly advancing technologies, such as artificial intelligence and facial recognition. In this context however, there are also opportunities in Jersey, to identify and test new technologies to protect us, whilst developing practices to better ensure our privacy. As a board, the JDPA are committed to fully exploring both the threats and the opportunities in this rapidly changing space.

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. We are a strongly purpose driven board, and as such our strategic outcomes and business planning processes are more than just words on a page.

We are looking for experienced and forward-thinking individuals to join our Authority following the retirement of two experienced voting members. The successful candidates will possess a wide range of skills and qualities which will form an essential cornerstone of our board and help the JOIC to successfully navigate the myriad of challenges facing our Island in terms of the regulation of privacy and data protection. We are particularly looking for individuals with extensive data protection and privacy experience.

If you are looking for a challenging and rewarding board opportunity, I encourage you to complete the application process.



Jacob Kohnstamm



BACKGROUND

The Jersey Data Protection Authority

The Jersey Data Protection Authority (the Authority) was formed in 2018. It is an independent statutory body established to promote respect for the private 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 the following strategic outcomes:

- Achieve and maintain the highest standard of data protection in Jersey.
- Protect our future generations by putting children first.
- Maximize technological and economic opportunities to enhance the Island's reputation as a safe place to do business.

Our Strategic Outcomes underpin all that we do and are achieved via a range of activities such as:

- Ensuring compliance with the Data Protection (Jersey) Law 2018 (the DPJL) and the Data Protection Authority (Jersey) Law 2018 (the DPAJL).
- Influencing attitudes and behaviours towards privacy and processing of personal information, both locally and internationally.
- Providing advice and guidance to Island businesses and individuals and making recommendations to the Government of Jersey in response to changes in international data protection laws.

Click here for details of [JDPA Annual Reports](#)

Role Profile

Voting members provide insights and raise awareness of developments and obligations in data protection and privacy. They work collaboratively and challenge appropriately, to achieve positive outcomes, promote good practice and safeguard the good reputation of the JDPA and the JOIC.

We are looking for candidates with expert technical knowledge in the field of data protection and privacy as well as the ability to be collegiate leaders. Working as an integral part of the Authority board, the postholder will contribute specialist data protection knowledge and expertise to help us develop all aspects of our work.



ROLE PROFILE

Essential Criteria

Candidates must demonstrate that they can:

- Provide strategic input to the Authority board and support to the Information Commissioner in developing strategic outcomes and deliverables.
- Contribute effectively to board / sub-committee meetings, ensuring the JDPa complies with all legal requirements and promoting high standards of corporate governance.
- Grasp complex legal and/or sensitive issues quickly, think strategically and make robust decisions.
- Support plans to ensure JOIC's effectiveness and efficiency, e.g. ensuring there is sufficient funding for JOIC to operate.
- Identify risks and issues in relation to the JDPa and the JOIC; ensuring plans and strategies are in place to mitigate these.
- Build positive and productive relationships and manage key stakeholders.
- Provide independent thinking and possess a strong local or international reputation.
- Act in the public interest, in accordance with the Nolan principles, see below.
- Commit sufficient time to fully contribute to their role and the work of the JDPa, see below 'Voting Members Commitments'.

Expertise

This role requires the voting member to provide technical expertise to the Authority board. Candidates must therefore hold high levels of data protection knowledge and expertise, for example in:

- The European General Data Protection Regulation (GDPR).
- The Data Protection Act 2018 (UK GDPR)
- Global data protection regulatory frameworks.
- Data Protection (Jersey) Law 2018 (the DPJL).
- The impact of emerging technologies on privacy and data protection laws.

Desirable Criteria

It will be desirable (but not compulsory) for candidates to have experience of two or more of the following:

- Understand both public and private sector environments.
- Senior-level strategic and operational decision-making.
- Senior role experience in a regulatory body.
- Non-executive director experience.
- National and international stakeholder management experience, including government, regulators and the media.

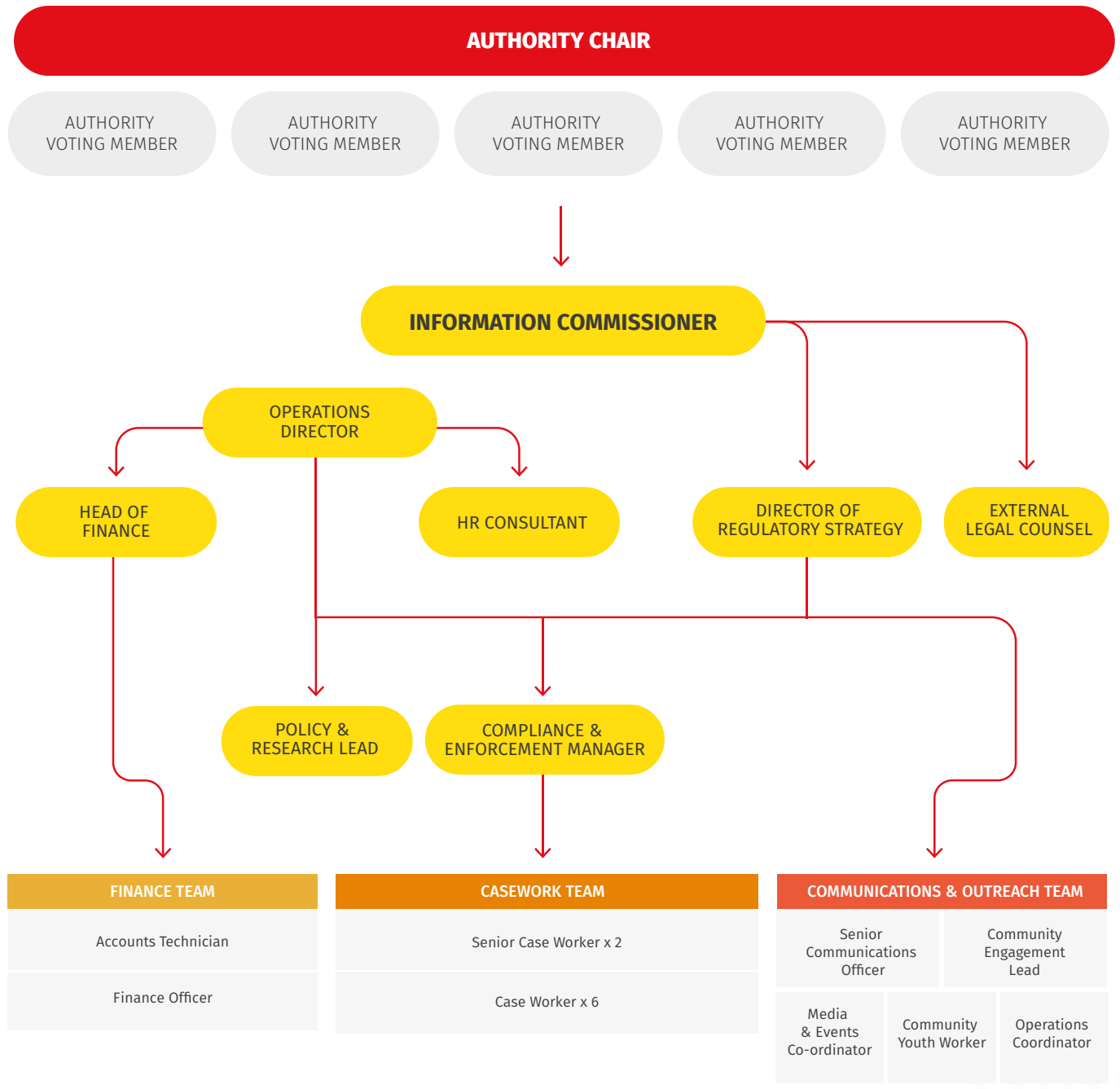
Exclusions

Current/recent work experience, i.e. the last 12 months, should not be within, or supporting Government, to help safeguard JDPa independence.

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ORGANISATIONAL CHART



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STANDARDS OF 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:

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

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.

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.

Honesty: Holders of public office should be truthful.

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.

VOTING MEMBERS' COMMITMENTS

Each voting member is appointed for a term of 4 years or less as the Minister thinks fit in a particular case and is eligible for reappointment up to a maximum period of 9 years' service.

Members are expected to attend quarterly meetings in person in Jersey and sometimes remote meetings in between times, including membership on at least one sub-committee.

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REMUNERATION

Voting members are paid £9,000.00 per year, plus reasonable expenses. Voting members may be invited to Chair a sub-committee, in this case, an additional payment will be awarded, based on a day rate of £750.00. The time commitment is approximately 12 days per year plus approximately 3 days per year extra for sub-committee Chairs. The nature of the role makes it impossible to be specific about the time commitment. Members are expected to devote sufficient preparation time to enable them to engage effectively in discussions on routine and ad hoc matters which may arise from time to time for the Authority.

RECRUITMENT AND SELECTION TIMETABLE

- Closing date for applications is 27 January 2023.
- Interviews week commencing 20 February 2023.

We are an equal opportunities employer, committed to diversity and inclusion in the workplace.

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The Jersey Data Protection Authority

STRATEGIC PLAN



2022-2025



Our Vision

Our vision is to create an island culture whereby the protection of personal data and **privacy becomes instinctive**, with individuals, and organisations taking a proactive approach to embed such protection throughout their daily activities and business planning.

A person in a dark jacket and pants stands on a rocky outcrop, looking out over a misty landscape. In the background, there are mountains and a body of water, possibly a lake or bay, with a small island or headland in the middle ground. The scene is dimly lit, suggesting dawn or dusk, with a soft, hazy atmosphere. A thin yellow vertical line is on the left side of the page.

Our Purpose

To provide those who interact with Jersey organisations and Government with the highest standard of personal data protection.

Our Values

Our values are a big part of what makes us, us. We created them to remind ourselves how we operate and make sure we live by each and every one. We use them in our weekly catch-ups and our end-of-year reviews, in big meetings and informal discussions. The work we do is varied and whatever our role, it revolves around our values.

WE ARE FAIR

We treat people equally, without favouritism or discrimination. We are impartial in our activities and free from bias or dishonesty. We are competent, reliable and respectful. Our decisions are open, honest and rationalised by a sound evidence base to promote integrity and trust.

WE ARE COLLEGIAL

We share responsibility, including being honest and fair in our conduct towards others. We are willing to be judged on our performance. We work together to achieve our strategic outcomes. A collaborative approach allows us to work effectively together or individually. We communicate clearly, actively listen to others, take responsibility for mistakes, and respect the diversity of our team. We demonstrate impartiality and accountability.

WE ARE RESPECTFUL

We respect those we work with and liaise with; this means that we actively listen to others and behave considerately towards others. We respect ourselves to make responsible choices in what we say and do, to reach personal and organisational outcomes. We treat others the way we want to be treated.

WE ARE ENERGETIC

We are enthusiastic and approach our activities with vigour and vitality.

Strategic Outcomes

The Authority and the Information Commissioner have recalibrated our strategic outcomes to align with the Island's overarching goals whilst enabling us to deal with the demands of international technological advancements, complex business needs, international cooperation, and where necessary, enforcement. Our strategic outcomes are vital for the sustainable development of Jersey's digital economy, and therefore for our Island's continued prosperity.

Strategic Outcomes

(continued)

1. Achieving and maintaining the highest standard of data protection in Jersey.

- a. Our purpose demands the highest standards of data protection for our citizens, and those who interact with Jersey, remembering that our Law (like GDPR) has extra-territorial scope.
- b. It is also important to remember that as a fundamental human right, data protection is intrinsically linked to well-being, mental health, reducing inequalities and improving living standards. All of these areas are key elements of the Island's collective strategy in the coming years.

This outcome covers all areas of our organisation and those who we are here to serve and support. From delivering proactive day to day guidance and resources, to forging ahead with our outreach and education programmes, to specific enforcement initiatives, such as targeted audits, we are committed to achieving and maintaining the highest standards of data protection. However, we cannot do this alone. We will continue to engage with all sectors of our community, such as Non Executive Directors, charities, government, local business and young people. Our deliverables in this area, support our aim to be an exemplar and a source of leadership to our stakeholders. This in turn helps them to understand their role and their responsibilities, so that they too can deliver the highest standards of data protection.

2. Maximising technological and economic opportunities to enhance the Island's reputation as a safe place to host personal data and do business.

- a. Jersey is a unique jurisdiction where the regulation of personal data (particularly in the finance sector) is already entrenched in our society. It will be critical for our economy to ensure we remain at the leading edge, monitoring international legislative frameworks, trading corridors and innovation to ensure Jersey can act fast and seize opportunities that both grow and preserve our already strong reputation for data privacy.
- b. Our strong relationships with relevant stakeholders in the digital sector and government have enabled us to participate in a major project on the feasibility of Data Stewardship, Data Dignity and Data Sovereignty¹ in Jersey. These concepts can provide exciting opportunities for Jersey where the Island can be seen as a world leader. We are key stakeholders in those discussions.

Strengthening our team with the development of a policy function will allow us to proactively identify relevant developments in the field of data protection, such as new and emerging technologies, economic or social change. Our deliverables in this area start at grass roots level, with the aim of helping our stakeholders to ensure they have solid foundations, are minimising risk and are alert to both future threats and opportunities. As a small but agile team, our focus will be to understand the emerging landscape, work collegially with key change agents and provide thought leadership to facilitate positive change.

This will include our on-going responsibility to maintain an awareness of regulatory and legal changes which may impact on privacy and data protection in Jersey and to contribute to our ability to navigate new privacy frontiers.

¹ Data Stewardship as a concept has many connotations, but in this context is a practice designed to ensure that individuals have greater control over access, use and sharing of their personal data. Models have been tested successfully in other jurisdictions, particularly in the field of healthcare in the UK, and there is a significant opportunity for Jersey to take a lead in this area thanks largely to its long-standing trust framework. We are key stakeholders in discussions in this evolving area.

3. Protecting our future generations by putting children and young people first.

- a. Given the exponential advances and uses of technology, it is critical, now more than ever, that we take steps to educate children on how online behaviours can affect their opportunities in later life and provide them with the tools to protect themselves against the many harms associated with a digital environment, including social media, online gaming and the darker sides of the internet.
- b. Equally, many of these young people will be our future digital innovators. It is incumbent upon us to help them embrace technological innovation in a safe way, and work with them to improve their own broader skills so as to ensure that Jersey remains not only a safe place to live, but also an exciting, attractive and progressive Island in which to do business
- c. Highlighting children is not at the exclusion of adult populations within our community. We respect all members of our community whilst recognising that some populations may be at higher risk and need greater protection. Our role as regulator is to ensure that we target our support accordingly and apply the law in a fair and consistent manner, protecting those who need it most.

In working towards this outcome, our deliverables build on our already strong relationships with the Island's schools, through further development and wider roll-out of our education programme. Through specific targeted outreach campaigns, we will raise children's awareness of their data protection rights, whilst alerting them to the potential risks of their online and other activities.



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



To find out more about Jersey [CLICK HERE](#) to watch

'The Complete History of Jersey (in just under 10 minutes)'.

