



Bermuda Casino Gaming Commission

Job Description Executive Director

The Executive Director for the Bermuda Gaming Commission (BCGC) is tasked with the responsibility of delivering the successful execution of the BCGC Mission and Vision Statements. In addition, this position is responsible for developing and successfully executing all strategic plans relevant to the commission.

The position responsibilities include:

1. To work to ensure that regulated gaming is operated within Bermuda with the highest standards of honesty and integrity.
2. Oversees the smooth and efficient operation of all departments within the commission including finance, compliance, technology, research, strategic planning, legal, and the promulgation of regulations.
3. In conjunction with the commissioners, develops and monitors the annual budget and other planning documents, and reports regularly to the Commission on budget compliance and plan execution.
4. Oversees the hiring, training, promoting, evaluation, and progressive discipline of all employees of the BCGC, and ensures that these activities are administered in compliance with all applicable laws and regulations.
5. Works to develop a positive, ethical, and professional organizational culture.
6. Acts as the policy advisor to the commission and assists in the development of any and all strategic and tactical plans.
7. Maintains a positive and professional relationship with all industry participants, and works to deliver high level of efficient and timely service to all stakeholders.
8. Works in a cooperative and collaborative manner with any and all applicable agencies both within and outside of Bermuda.
9. Maintains current and up-to-date knowledge of all areas relevant to the successful execution of the position.

The position qualifications include:

1. A four-year college degree in a major related to business management, finance, economics, law, accounting, organizational management, or a related field is required. A Master's degree in an applicable field is preferred.
2. A proven background in managing complex organizations.
3. 7 years of experience in gaming regulation and/or gaming operations.
4. The ability to pass a thorough background investigation.