



HARBOUR TRUST

HARBOUR INTERNATIONAL TRUST COMPANY LIMITED

DEVELOPMENT DIRECTOR

The Harbour Group of Companies provide an extensive range of Trust and Fiduciary services to family offices, individuals, funds, companies and trusts who operate from Bermuda and other jurisdictions.

We are seeking a fully qualified individual to assume the post of Development Director. This position reports to the Chairman.

PRIMARY DUTIES AND RESPONSIBILITIES

- Serve as a Board member of Harbour International Trust Company Limited and Harbour Fiduciary Services Limited
- Development of and maintenance of new Trust, Corporate Administration and Fund Administration businesses
- Establish and execute marketing strategy for the Company in conjunction with the Chairman, other Directors, and members of the executive
- Enhance companies' profile within the industry by active involvement on various industry committees and maintaining contact with counterparts and related bodies
- Continue ongoing dialogue with a personal network of established industry relationships and proactively work to cultivate new relationships for the benefit of the companies
- The provision of all aspects of corporate and trust administration services to high and ultra-high net worth individuals and structures
- The design and structuring of new opportunities for present and future clients based on knowledge and experience of multijurisdictional trust and tax environments
- Serve as the focal point for communication with the board of directors, senior management and the company shareholders of a client companies and ensure good corporate governance principles and policies are followed
- Liaise as necessary with external counsel, banks, investment managers and other professional advisors in relation to corporate, trust, and fund administration matters
- Provide legal and corporate support in relation to Harbour Companies
- Review and advise on various legal documents such as contracts, licenses, leases, sales, purchases, real estate, etc. on behalf of Harbour Companies or client companies
- Participate in setting the Companies' strategic goals, and advising on the necessary financial and human resources for the Companies to meet their objectives
- Participation in the establishment and review of Risk Management procedures and policies
- Ensure that the Harbour Companies and its client companies comply with applicable legislation, regulations and the requirements of professional bodies and other organizations, including interpreting the effect on the Harbour Companies and its clients of any proposed changes to legislation and regulations
- Liaise with Regulators as necessary and maintain in-depth understanding of applicable regulations as they pertain to the Trust and Fiduciary Services environments

MINIMUM QUALIFICATIONS, SKILLS AND EXPERIENCE:

- 25 years' experience in practicing law with a minimum of 15 years' experience in Trust law preferably in the Bermuda environment
- Undergraduate and/or graduate degree in law from a recognized institution and member of a recognized Bar Council
- Strong technical and application knowledge of Trust Law
- 15 years of proven business development of Trust and Fiduciary business
- Demonstrated expertise in and ability to communicate to audiences of all levels of sophistication and understanding the needs of high and ultra-high net worth clients in multi-jurisdictional tax and legal environments
- Proven track record of innovation in developing solutions within offshore environments
- Strong interpersonal skills and established proven relationships with international law firms and service providers such as tax, wealth management, and accounting advisors
- Demonstrated ability to lead meetings and the communication of complex strategies
- Exceptional ability to lead and manage professional staff with strong business ethics awareness and integrity
- Proficient with Microsoft Office 365 and client relationship management systems
- Able to travel extensively

Interested persons should apply in writing with references to:

Jeffrey Borges

Head of Human Resources and Payroll
Gibbons Management Services Limited

Email: jborges@gibbons.bm

CLOSING DATE: March 14th 2022