



A Publication by the Department of Communication

# Government Info Page

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180625



## HURRICANE SEASON 2025 "IT ONLY TAKES ONE! ARE YOU PREPARED?"

### Terms of Reference Organizational Developer IVSA (Notice of second round)

The Inspectorate of Public Health, Social Development and Labour (IVSA) is undergoing an organizational review aimed at enhancing its structure and effectiveness. Preliminary observations have pointed to several potential structural and operational challenges. However, no definitive conclusions have been made.

A project has been approved with the objective to conduct a thorough assessment to determine the most effective organizational model for IVSA that will best serve the country of Sint Maarten. The current legal framework requires that the Inspector General of VSA be a Medical Doctor or Pharmacist. This person, as the head of the Inspectorate, is responsible for the supervision of all the responsibilities of the ministry of VSA: Health, Labour & Social.

As part of this project, the consultant is expected to objectively review the implications of this requirement in the context of the IVSA's broad mandate, and to assess whether adjustments to the leadership structure or qualification criteria are warranted based on comparative research and stakeholder consultation.

Currently there are 27 FTE's in the actual "Functieboek" of IVSA. There are about 10 vacancies, with one being the Head of IVSA or Inspector General.

For this project the following team of consultants will be hired: an acting Inspector general, a project leader, an organizational developer and a legislative draftsman.

### Key Responsibilities of the organizational specialist:

- Conduct an objective assessment of the current IVSA structure, including staff capacity, leadership requirements, interdepartmental coordination, and legal obligations and constraints;
- Compare Sint Maarten's IVSA with similar inspectorates in small island or mixed-mandate jurisdictions;
- Engage with key stakeholders, including IVSA leadership and staff, policy departments, and external partners;
- Propose evidence-based options for an optimized organizational structure, without presupposing specific changes;
- Ensure the new structure supports efficient workflows, clear reporting lines, and optimal resource allocation;
- Review and adjust the profiles of all staff within the Inspectorate;
- Ensure job descriptions, qualifications, and competencies are aligned with the revised organizational structure;
- Present findings and recommendations in a manner that supports collaborative decision making by relevant authorities.

### Qualifications and Skills

- Advanced degree in Organizational Development, Business Administration, Public Administration, Human Resources, or a related field.
- Extensive experience in organizational development and restructuring, particularly within the public sector or large organizations.
- Proven track record of successfully implementing organizational changes and restructuring.
- Experience in the health, labour, and social development sectors in the Caribbean context is an advantage.

### Skills and Competencies:

- Strong analytical and strategic thinking skills.
- Excellent communication and interpersonal skills.
- Ability to work collaboratively with various stakeholders.
- High proficiency in organizational analysis and change management.
- Strong leadership and project management skills.
- Knowledge of best practices in human resource management and organizational development.

### Additional Requirements:

- Ability to work under pressure and meet tight deadlines.
- High level of integrity and professionalism.
- Fluency in both Dutch as English.
- Working experience on Sint Maarten is a pre.

**Duration:** The assignment is expected to commence as soon as possible, and the project will end in April 2027.

The CV should clearly show the relevant experience and competencies outlined in the terms of reference above. In a separate letter a first proposal of approach should be presented (Including estimation of hours, full-time on the island vs remotely).

The deadline for submission should be no later than June 30, 2025.

Interested parties are requested to submit their applications to Head Department of Public Health, Fenna Arnell, via email to: [Fenna.Arnell@sintmaartengov.org](mailto:Fenna.Arnell@sintmaartengov.org), with a cc to [Augusta.Hermans@sintmaartengov.org](mailto:Augusta.Hermans@sintmaartengov.org).

Please include "Organizational Development Specialist - IVSA" in the subject of your email.



PUBLIC SERVICE CENTER  
MINISTRY OF GENERAL AFFAIRS

PLEASE BE INFORMED  
OF THE FOLLOWING:

## PHILIPSBURG & SIMPSON BAY LOCATION:

The Simpson Bay Public Service Center Office of the Civil Registry will be closed from Monday, June 16th to Friday, June 20th, 2025.

The Philipsburg Public Service Center Office of the Civil Registry will provide limited services for confirmed appointments only from Monday, June 16th to Friday, June 20th, 2025.

Thank you for your understanding.

➔ <https://appointments.sintmaartengov.org/services>



## Sint Maarten Tax Administration

### Open House

Join us on **Saturday, June 21, 2025**, from **10:00 AM to 2:00 PM** at the Vineyard Building.

✓ Income Tax ✓ Profit Tax ✓ TOT & Wage Tax ✓ General Tax Procedures

**No appointments necessary—just walk in, and leave better informed.**



GOVERNMENT OF SINT MAARTEN

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