

Job Description: Data Protection Officer (DPO) & Compliance Support – Channel Islands Financial Ombudsman

Part-Time, Hybrid Working, Senior Expertise Required

The Channel Islands Financial Ombudsman (CIFO) is seeking an experienced professional to join our team as a part-time Data Protection Officer (DPO) and Compliance Support. This hybrid role is ideal for a senior-level expert who thrives in a collaborative environment and is passionate about upholding the highest standards of data protection and regulatory compliance within an Ombudsman service setting.

Key Responsibilities

- Act as the designated DPO for CIFO, ensuring full compliance with all relevant data protection legislation across Jersey and Guernsey.
- Develop, implement, and review data protection and compliance policies, providing clear guidance to staff and stakeholders.
- Lead on risk assessments, data privacy impact assessments (DPIAs), and incident response management.
- Deliver training and awareness sessions to ensure staff remain compliant with legal and regulatory obligations.
- Monitor regulatory developments and advise senior management on necessary changes to policies and procedures.
- Support the complaint-handling process by advising on data protection and compliance matters as they arise.
- Support data management projects of CIFO's operational management of its data, data archiving, data retention and data deletion in accordance with its statutory obligations.

Key Requirements

- Demonstrable senior expertise and experience in data protection, privacy law, and regulatory compliance, preferably within the financial services or ombudsman sector.
- Strong working knowledge of the General Data Protection Regulation (GDPR), Jersey and Guernsey data protection laws, the FOI framework and related public body compliance standards.

- Excellent communication, advisory, and training skills, with proven ability to engage at all organisational levels.
- Ability to work independently, manage competing priorities, and maintain confidentiality and impartiality at all times.
- Relevant professional qualifications (e.g., CIPP/E, CIPM, or equivalent) are highly desirable.

Working Arrangements

- This is a part-time position with flexible hours (to be agreed with the successful candidate).
- Hybrid working: combination of remote work and attendance at CIFO offices in Jersey.

Application Process

Interested candidates are invited to submit their CV and a covering letter outlining their suitability for the role to CIFO's HR team. Applications must be received by **30 June 2026**. Early applications are encouraged as interviews may be scheduled before the closing date.

CIFO is committed to equality of opportunity and welcomes applications from all suitably qualified candidates.