



RS FORM 2 - JOB DESCRIPTION

SECTION A – POSITION DETAILS

MINISTRY: Ministry of Police, National Security and Correctional Services

DIVISION: Royal Solomon Islands Police Force **DUTY STATION:** HONIARA

POSITION NUMBER (HRMIS): 283-000001

MINISTRY VACANCY REF:

POSITION TITLE: Commissioner of Police

POSITION LEVEL: Super Scale 5

SALARY RANGE: \$234,000 per annum

THIS POSITION REPORTS TO:

- The Prime Minister, Solomon Islands government and ,
- The responsible Minister for Police, National Security and Correctional Services (MPNSCS) for policy directions

THIS POSITION SUPERVISES:

- Directly supervise the positions of the Deputy Commissioners of Police and,
- Oversee the Command, Supervision and Direction of All Ranks and Files of the Royal Solomon Islands Police Force (RSIPF)

SECTION B - SCOPE OF DUTIES

The Commissioner is responsible for the command, administration and direction of the RSIPF throughout the Solomon Islands. The Commissioner will determine the use of police force resources, administer and control the operations of the RSIPF. The core business of the RSIPF is law enforcement including the areas of security, borders, natural resources and extractive industries. The RSIPF also has the responsibility for maritime and fire services.

SECTION C - KEY DUTIES AND RESPONSIBILITIES

(a) Command and Control

The Commissioner of RSIPF is the head of the Police Force and is legally and operationally responsible for its command and strategic direction. The Commissioner is obligated to fulfil the duties in accordance with the *Constitution of the Solomon Islands*, the *Police Act 2013*, and relevant national laws and policies. The Commissioner exercise full command and control of the RSIPF ensuring lawful, effective and efficient policing services throughout Solomon Islands.

(b) Support to Government under the Constitution

Support the Government in discharging its constitutional responsibility under Section 37 of the Constitution for the organisation, maintenance, and administration of the RSIPF.

(c) Compliance with Constitutional Directives

Ensure full compliance with the general directions of policy issued by the Prime Minister or their delegate under *Section 43(4) of the Constitution* relating to the maintenance of public safety and public order.

(d) Leadership and Operational Direction

Provide strategic and operational leadership to the RSIPF to maintain law and order, preserve peace, protect life and property, prevent and detect crime, and apprehend offenders, ensuring that policing outcomes meet the needs of the people.

(e) Strategic Development and Reform

Lead and drive the development and implementation of effective systems, policies, and procedures that enhance the RSIPF's operational capabilities. Work collaboratively with RSIPF executive leadership, the RSIPF Association, and corporate stakeholders to strengthen the Force's institutional performance.

(f) Policy Compliance and Community Engagement

Ensure compliance with the Minister's policy directions under *Section 16 of the Police Act*, including the recognition and inclusion of traditional leaders, religious leaders, and community members in promoting public safety and community-based policing.

(g) Strategic Planning and Delivery

Formulate, implement, and monitor the RSIPF's strategic direction, aligning it with national security priorities and the Solomon Islands Government's broader development goals.

(h) Stakeholder Relations

Establish and maintain strong and effective working relationships with Government Ministers, internal and external agencies, community leaders, civil society, and international policing partners to foster trust, cooperation, and coordinated law enforcement.

(i) Program Implementation

Ensure the full and timely implementation of the RSIPF Expansion and Development Program 2025–2035, working closely with the Prime Minister or delegated Minister and other Government stakeholders.

(j) Disciplinary Oversight

Exercise responsibility for disciplinary matters within the RSIPF, including oversight of investigations and reviews of disciplinary proceedings, ensuring integrity and accountability in police conduct.

(k) Legislative and Ethical Compliance

Comply with all applicable laws, including the RSIPF Standing Orders, General Orders, Public Service Regulations, RSIPF Code of Conduct, and any other relevant directives issued by the Solomon Islands Government.

(l) Representation and Advocacy

Represent the RSIPF at high-level interagency, national, regional, and international policing forums, and contribute to strategic discussions on law enforcement, national security, and justice sector reform.

(m) Professional Integrity

Uphold and model the highest standards of ethical conduct, professionalism, and personal integrity, serving as an example for all RSIPF members and reinforcing public confidence in the Police Force.

SECTION D - KEY DELIVERABLES

The incumbent of this position will have their performance assessed according to following key deliverables:

- Effective delivery of strategic and operational leadership to the RSIPF in accordance with the Police Act 2013 and relevant regulations, ensuring effective law enforcement, public safety, and internal security across the Solomon Islands.
- Supports the Government in discharging its constitutional responsibilities for the RSIPF and ensures full compliance with general policy directions issued by the Prime Minister and Minister responsible for police and national security.
- Leads and directs RSIPF operations to maintain law and order, protect life and property, and ensure police services meet community needs.
- Drives the development and implementation of systems, policies, and reforms to enhance RSIPF's institutional capability and performance.
- Implements the Minister's policy directions and promotes inclusive engagement with traditional, religious, and community leaders in public safety efforts.
- Develops and oversees the implementation of the RSIPF's strategic plans in alignment with national security and development priorities.
- Establishes and maintains effective relationships with government, community, civil society, and international policing partners to support coordinated law enforcement.
- Leads the delivery of the RSIPF Expansion and Development Program 2025–2035 in coordination with the MPNSCS and government stakeholders.
- Manages disciplinary processes to uphold professional standards and integrity within the RSIPF.
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- Ensures compliance with all applicable laws, policies, codes of conduct, and RSIPF standing orders.
- Represents RSIPF in high-level forums and contributes to regional and international law enforcement and security sector dialogue.
- Models high ethical standards and professionalism to foster public trust and accountability within the RSIPF.

SECTION E – QUALIFICATIONS AND CAPABILITIES

Qualification: Minimum qualification of an Undergraduate Degree in Policing, Strategic Studies, Politics, related Qualification in Law Enforcement or any other relevant qualifications and or.

Experience: Ten (10) years or more of working experience as an executive police officer and or as an executive officer in a public office.

SECTION F - KEY SELECTION CRITERIA

Suitability for this position will be assessed against the following key selection criteria;

- KSC 1** Proven ability to strategically lead, manage, and coordinate the operations of a policing organisation or similarly relevant institution for at least ten years, with a strong record of achieving results, driving reforms, and delivering strategic and operational outputs effectively;
- KSC 2** Demonstrated high-level leadership and command experience, with extensive operational policing knowledge. Proven ability to inspire, align, and mobilize staff at all levels to drive organisational change, implement strategic reforms, and lead transformation initiatives across complex policing environments.
- KSC 3** Exceptional written and verbal communication skills, with demonstrated capacity to engage persuasively and diplomatically with diverse stakeholders—including government officials, civil society, community leaders, and international partners—to negotiate outcomes and build consensus on policing and security matters;
- KSC 4** Proven ability to effectively communicate organisational priorities and issues to both internal audiences (all levels of RSIPF personnel) and external stakeholders, including through media briefings, public statements, and community engagement platforms;
- KSC 5** In-depth knowledge of public sector governance, RSIPF operations, and line Ministry functions, with demonstrated ability to analyse current and emerging public safety policies, practices, and trends to provide practical, strategic policy advice to government;
- KSC 6** Substantial experience in managing corporate services and strategic resource planning within a large public sector organisation for at least ten years. Demonstrated ability to oversee human resource planning, financial management, and asset utilisation to support policing outcomes;
- KSC 7** Sound knowledge of, or ability to rapidly acquire knowledge of, all relevant legislation, regulations, and government frameworks governing the RSIPF and the line Ministry, including the Constitution of Solomon Islands, Police Act 2013, Public Service Regulations, and applicable codes of conduct and disciplinary frameworks.
- KSC 8** Demonstrated unwavering commitment to upholding national security, public safety, and peace in the Solomon Islands, with a strong sense of duty to protect life and property through responsive and community-focused policing.
- KSC 9** Demonstrated commitment and ability to develop and mentor future RSIPF leaders. Proven capability to identify and nurture leadership talent within the Force and to promote professional development for career progression and institutional continuity.
- KSC 10** Comprehensive understanding of the cultural diversity, traditional governance structures, and geographic challenges of Solomon Islands. Demonstrated operational awareness and ability to implement culturally responsive policing strategies across provinces and communities.
- KSC 11** A high standard of personal and professional integrity with a demonstrated commitment to transparency, ethical conduct, and accountability in the exercise of public authority. Ability to lead by example and maintain public confidence in the RSIPF.

SECTION G - TERMS AND CONDITIONS

Fortnightly Salary:	\$9,000
Annual Salary:	\$234,000
Annual Leave Entitlement:	42 days
Other Terms and Conditions of Service relevant to this position:	Constitutional Offices (Terms and Conditions of service) Act

SECTION H - APPROVAL (*Business use only*)

This Job Description is approved on the basis that I believe it accurately reflects the requirements of the position and will assist the Ministry/Office to achieve its corporate objectives:

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The Hon. Prime Minister of Solomon Islands **Date Approved**

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Hon. Minister of Police, National Security & CS **Date Approved**

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Chairman of Police & Prison Commission **Date Approved**

Additional Comments: