



JOB OPPORTUNITY

The Caribbean Community (CARICOM) Implementation Agency for Crime and Security (IMPACS) established by the Heads of Government, is seeking a suitably qualified individual to fill the following position at its Headquarters in Trinidad and Tobago:

INNOVATION AND PRODUCT DEVELOPMENT SPECIALIST

OPEN TO ALL CARICOM NATIONALS

PROJECT SUMMARY

The CARICOM Integrated Digital Firearms Licensing and Registration Management System is a 30-month regional initiative funded by the Government of the Federal Republic of Germany and managed by the **Caribbean Community (CARICOM) Implementation Agency for Crime and Security (IMPACS)**.

The project will support participating CARICOM Member States in implementing and operationalising secure digital firearms licensing and registration systems, driving digital transformation from largely paper-based processes to more efficient, secure and integrated digital solutions. It will strengthen application processes, records management, audit trails, data quality and regional information-sharing. The project will also promote innovation through the development and implementation of innovative products, practical tools and scalable solutions, supported by research, policy analysis, stakeholder engagement, project coordination and evidence-based recommendations to enhance security across the CARICOM region.

JOB SUMMARY

The Innovation and Product Development Specialist will be responsible for conceptualising, designing, developing, piloting and supporting the implementation of innovative products, tools, services, models and practical security solutions that respond to regional crime and security priorities and strengthen CARICOM IMPACS' service delivery, institutional capacity and regional value

proposition.

The Innovation and Product Development Specialist reports to the Assistant Director – Policy, Strategy and Innovation.

DUTIES AND RESPONSIBILITIES

Innovation and Product Development

- Identify, assess and support the development of innovative products, tools, services and solutions that address regional crime and security priorities.
- Monitor innovation trends, emerging technologies, product-development practices, gaps, opportunities and security-sector solutions relevant to CARICOM crime and security priorities.
- Conceptualise, design, and develop security-related products and initiatives aligned with CARICOM IMPACS' mandate, strategic objectives and Member States' needs.
- Translate operational, policy and institutional needs into user requirements, product concepts, business cases, product roadmaps, implementation plans and scalable solutions.
- Lead or support product development, including needs assessment, design, testing, implementation, evaluation and scaling.
- Assess the Agency's service delivery, operating model and regional value proposition, and recommend practical and sustainable improvements.

Product Strategy, Research and Foresight

- Conduct research and analysis to identify innovation opportunities, product gaps, operational challenges, innovation ecosystems, emerging security technologies, institutional needs and regional security priorities.
- Analyse good practices in security innovation, product development, service design, policy innovation and institutional strengthening.
- Promote evidence-based approaches to innovation, product development, security planning and operational effectiveness.
- Apply horizon scanning, foresight analysis, stakeholder consultations, and needs assessments to identify opportunities for new or improved products and services.
- Provide analytical inputs to support the development of policies, strategies, frameworks and recommendations related to innovation, product development and institutional strengthening.

- Prepare or support the preparation of research, policy and product documents to inform decision-making, innovation and implementation.

Innovation Programme Implementation and Coordination

- Develop and support project plans, implementation schedules, risk assessments, performance indicators and monitoring tools for innovation and product development initiatives.
- Coordinate and support the implementation of regional security innovation programmes, projects and product-development activities in accordance with the Agency's regulations and applicable donor requirements.
- Monitor product development and implementation against agreed deliverables, timelines and budgets, and prepare progress reports.
- Maintain accurate records, product documentation, project files, stakeholder matrices and databases for innovation and institutional initiatives.

Stakeholder Engagement and Partnership Development

- Identify partnership and resource mobilisation opportunities for innovation, product development and institutional strengthening initiatives.
- Support engagement with academic institutions, research organisations, technology partners, development partners, technical experts and private-sector entities to advance innovation and product development.
- Support stakeholder engagement to identify needs, validate product concepts, strengthen partnerships and promote uptake of CARICOM IMPACS products and initiatives.
- Facilitate communication among policy, operational and technical stakeholders to ensure that product development initiatives are practical, user-informed and aligned with regional security priorities.

Reporting and Presentations

- Prepare reports, policy briefs, strategic papers, presentations and publications related to innovation and product development.
- Deliver presentations to internal and external stakeholders, as required.
- Prepare periodic updates on product development, implementation progress, risks, lessons learned and opportunities for scaling.

General

- Facilitate inter-agency coordination among CARICOM Members, regional and international partners, academia and private-sector entities to develop and implement innovative initiatives.
- Coordinate workshops, conferences, innovation forums and product demonstrations related to innovation and product development.
- Contribute to the preparation of departmental and Agency work plans, budgets and periodic reports.
- Undertake any other duties that may arise or be delegated from time to time, commensurate with the grade of the post.

QUALIFICATIONS, SKILLS, AND EXPERIENCE

- A Master's Degree in Innovation Management, Product Development or Product Management, Technology Management, Digital Transformation, Strategic Management, Information Systems, Business Administration, Data Analytics, or a closely related field from a recognised university or institution.
- At least five (5) years of relevant professional experience, including three (3) years in innovation management, product development or product management, and experience in strategic planning, project or programme implementation, and research.
- Knowledge of innovation and product development approaches, including public-sector innovation, user-centered design, service design, institutional transformation, change management, stakeholder engagement and practical problem-solving
- Experience in needs assessment, concept development, prototyping, piloting, user testing, implementation and evaluation.
- Ability to translate operational, institutional and policy needs into practical product concepts, implementation plans, scalable solutions and actionable recommendations.
- Experience working with governments, regional or international organisations, security agencies, academic institutions, technology partners or private-sector entities would be an asset.
- Knowledge of Caribbean crime and security issues, public-safety systems and law-enforcement cooperation would be highly desirable.
- Ability to communicate complex information in an understandable manner to audiences both in writing and through public speaking.

- Familiarity with project-management, product-management, data-analysis and visualisation tools would be an asset.
- Ability to manage competing priorities, meet deadlines and work effectively in a fast-paced regional security environment.
- Proficiency in Spanish and/or French will be considered an asset.
- Ability to maintain a high level of confidentiality.

LOCATION

This position will be based at CARICOM IMPACS Headquarters in Trinidad and Tobago.

SUBMISSION OF APPLICATIONS

All applications must be received by CARICOM IMPACS no later than **13 AUGUST 2026** and **must include:**

- Nationality
- Work experience
- Educational qualifications
- Summary of professional skills
- **Contact information for three professional references who are familiar with the applicant's work or education**
- Any other relevant information

Please submit all applications to: [CARICOM IMPACS - Internal Vacancies](#)

IMPORTANT NOTICES

Online applications are strongly encouraged.

To facilitate the efficient processing of applications, applicants are kindly requested to submit their application only once through one designated submission channel. Please refrain from sending duplicate applications via multiple platforms or communication methods.

CARICOM IMPACS thanks all applicants interested in working at the Agency. However, ONLY shortlisted candidates will be contacted.