**FROM: Paul McKinney Ref: I/C 15/24**

**DATE: 01 March 2024**

**TO: INTERCHANGE PARTNERS**

# Secondment Opportunity with

**Department of JuSTICE (DoJ)**

**Executive Programme on Paramilitarism and Organised Crime (EPPOC**)

**STAFF Officer**

1. I have attached an Interchange Hosting Proforma outlining the details of the above opportunity and ask that you consider bringing it to the attention of staff in your organisation who would be eligible to apply. It is also available on the Interchange Website.

Eligibility

1. The opportunity is aimed at individuals at middle management level who have the relevant skills and experience to undertake the duties outlined.

Salary

1. The EPPOC will meet salary and any associated expenses, and the salary range is £32,880 to £34,011 (pro rata, under review).

Duration

1. Posts are expected to last until 31 March 2025, and may be extended thereafter, subject to agreement and confirmation of the continuation of Programme funding and the successful candidate will return to their previous Department/Employer once this opportunity has ended.
2. Location

The post is located at Block B, Castle Buildings, Stormont Estate, Belfast BT4 3SG. The post can be carried out on a hybrid working basis. The postholders will be required to be in the office at least 3 days a week.

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Authorisation

1. All applications **must** be accompanied by authorisation from both your Line Manager **and** Interchange Manager, and confirmation that your parent organisation is willing to release you if successful.

How to apply (process for **non**-NI Civil Service organisations)

1. Interested staff should complete a candidate proforma, available at [www.interchangeni.org.uk](http://www.interchangeni.org.uk) and return it to the Interchange Secretariat by email at: [interchangesecretariat@finance-ni.gov.uk](mailto:interchangesecretariat@finance-ni.gov.uk) by **5.00pm on Friday 22 March 2024;** otherwise I will assume a nil return.

GDPR

1. Your information will be held and managed in accordance with the Data Protection Act/GDPR policies and procedures, including those relating to retention and disposal will be applied; the information will be used only for the purposes of this secondment, and will only be shared with any relevant third parties only with the explicit permission and assurance of NICSHR.

Further Information

1. For further information please contact Davina Catherwood on Tel: 078 9005 5040 or by email at: [davina.catherwood@endingtheharm.info](mailto:davina.catherwood@endingtheharm.info).

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