**FROM: PAUL MCKINNEY Ref: I/C 26/25**

**DATE: 12 June 2025**

**TO: INTERCHANGE MEMBERSHIP** (non-NICS organisations)

**Secondment Opportunity with**

**Maze Long Kesh Development Corporation (MLKDC)**

**Director of Finance and Corporate Services**

1. I have attached an Interchange Hosting Proforma outlining the details of the above opportunity which has been advertised on the Interchange Website. All associated documents are available on the Interchange Website <https://www.interchangeni.org.uk/>.

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. Salary will be met by MLKDC and the salary scale is £55,207 to £59,049.

Duration

1. Two year full-time secondment opportunity (may be extended for up to one further year, subject to the agreement of all parties).

Location / Travel

1. The successful candidate will be based at the Maze Long Kesh site, Halftown Road, Lisburn with hybrid working arrangement available.

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 at: [interchangesecretariat@finance-ni.gov.uk](mailto:interchangesecretariat@finance-ni.gov.uk) by **5.00pm on Friday 27 June**; otherwise I will assume a nil return.
2. Candidates should demonstrate in the proforma how they meet the requirements for the post. This information may be used for shortlisting purposes.

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

10. Further information on the role can be obtained from Neil McIvor by email at: [neil.mcivor@mazelongkesh.com](mailto:neil.mcivor@mazelongkesh.com).

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