NICS HR

Interchange Unit

# Hosting Opportunity Proforma

Department for the Economy (and later Department of Finance)

 Name of Host

 Organisation

**1. Interchange Manager’s details**

Ciaran McGarrity

 Name

 Organisation/

Department for the Economy

 Department

Innovation & Specialisation Branch

Netherleigh

Massey Avenue

Belfast

BT4 2JP

 Address

N/A

028 9052 9448

 Telephone Fax number

 Number

ciaran.mcgarrity@economy-ni.gov.uk

 E-mail

Type of Opportunity

Programme Managers (x2) – Cyber Security Policy

Secondment – 2 years with the possibility of an extension for up to a further year, subject to the agreement of all parties.

**2. Details of hosting opportunity**

 Description of opportunity

In summer 2017, the NI Civil Service Board endorsed [**Cyber Security: A Strategic Framework for Action**](https://www.finance-ni.gov.uk/publications/cyber-security-strategic-framework-action). Applicants should familiarise themselves with this document which is published on the Department of Finance website before submitting their application.

This was the outcome of a collaborative process involving three NI Departments, local government, business, academia and law enforcement considering what are the strategic issues which need to be addressed in the context of cyber security.

The NI Strategic Framework document aligns closely with the UK Cyber Security Strategy and has adopted the same three themes of Defend, Deter and Develop.

The **Develop** theme of Cyber Security: A Strategic Framework for Action focuses on three key areas, namely **Skills and Talented People**, **World Leading Research Agenda** and **Growing a Dynamic Cyber Security Sector**. In addition under the **Defend** theme a key area is **Access to Information and Support for Business**.

The Department for the Economy has the lead role in progressing activities and actions to help deliver against these areas. It therefore is recruiting 2 programme managers to take this work forward.

 Main objectives of the opportunity

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| Some of the key responsibilities will include:1. Coordinate implementation of the Develop theme and associated activities of the NI Cyber Framework for Action and be able to provide regular progress reports as required.
2. Map existing product and service provision across all channels, providers and for relevant sectors.
3. Review how to secure better return on investment for the existing initiatives delivered through the public sector.
4. Research current and potential future skills needs and how these can be addressed effectively.
5. Consider what models could be adopted to ensure the skills provision from the public sector is current, relevant and to a standard expected of industry globally.
6. Identify gaps in provision and explore with stakeholders options for addressing these.
7. Assess and devise an approach for measuring success in the context of having an effective skills pipeline for industry – supporting wider business and the growing cyber sector in Northern Ireland.
8. Work alongside the Prevent service being delivered by PSNI and identify opportunities for greater collaboration.
9. Build effective working relationships with key stakeholders in education, training, cyber, industry, academia and elsewhere as appropriate.
10. Explore how best to increase the research capability in NI and promote R&D across relevant sectors and organisations to help enhance the research base – including have an advocacy role, and identifying potential industry challenges for innovators and researchers to collaborate on.
11. Work with researchers, innovators, entrepreneurs and others to identify opportunities to commercialise ideas and research.
12. Investigate potential for NI cyber research to be measured on an international index.
13. Identify and promote UK national and NI specific initiatives designed to support growth of the cyber sector.
14. These could cover but not exclusive to:
	1. Trade and showcasing – locally. Nationally and internationally
	2. Nurturing start ups and entrepreneurs
	3. Business mentoring
	4. Accelerator programmes
	5. Generic business skills
	6. Challenge Competitions
	7. Access to Finance (including VC)

15. Work with key partners to identify ways of addressing key sector needs/issues, for example: single industry voice, appropriate accommodation, access to broadband capacity, skills and job placement, development and collaboration space.The 2 project managers will be based initially within DfE. When the new NI Cyber Centre is established (subject to business case approvals but anticipated summer 2109) they will join that team for the remainder of the contract. The NI Cyber centre will very likely be Belfast based.More detailed job and activities will be discussed when the staff are recruited. |

**3. Skills requirements**

What qualities, skills and experience is required from the individual

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| **Essential** 1. Industry and Academia – have experience of working directly with industry and/or academia in digital projects and programmes, which include more than purely technical issues.
2. Working knowledge of enabling and emerging technologies, which includes cyber security, and how they can inter-relate to support businesses be more cyber secure. In addition recognise the potential implications of the UK exiting the EU for the wider business community.
3. Programme management - the successful applicant will be expected to manage a range of projects from concept through to business case through to oversight and delivery within existing public sector structures. They will have good project management skills and be able to demonstrate how to manage a range of projects and initiatives in parallel.
4. Business/stakeholder engagement – the successful applicant will be expected to build effective relationships with a wide range of stakeholders public, private and third sectors. They will make the necessary connections to support research, formulating needs/weaknesses and securing delivery for new and existing initiatives.
5. Working to a board/group – the successful applicant will be expected to work as part of teams – within DfE and the NI Cyber Centre (when established), with newly created specific issue working groups (as deemed necessary) and to be able to engage with senior people on the NI Cyber Leadership Board and the DfE led cyber oversight and leadership structures for the Develop theme.
6. Communications – effective writing, chairing and leading meetings, presenting in front of groups, oral reports on progress
7. Analytical skills – being able to assess information, bring added value to that and research additional data/information to support developing arguments.
8. Be able to demonstrate competence in use of Microsoft office applications including word, email, spreadsheets and databases.

**Desirable**1. Self motivation - ability to work on own and as part of a team
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**4. Personnel: Please state below**

 Who will the individual report to?

Ciaran McGarrity, Head of Innovation & Specialisation Branch, Department for the Economy

 Who will be the individual’s line manager and/or reporting officer?

As above but will change to Head of NI Cyber Centre when it is fully operational

**5. Transfer of learning**

 Please give details of how the Opportunity will benefit your organisation, the

 individual and their organisation.

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| The successful applicants will be exposed to priority policy work across the Department for the Economy and will be afforded the opportunity to work with key stakeholders at a senior level and participate in senior level discussions with experts. They will gain insight to the working of a central government department and will gain experience in a wide range of relevant skills and competencies to support their personal and career development.Their respective organisation will gain from the expertise and knowledge gained from their employees participation in this secondment opportunity and with the added benefit of new networks and contacts which may have potential benefit to the parent organisation.The Department for the Economy will benefit from driven individuals keen to make a difference who will bring a skills set with them for applying to the tasks in hand and will therefore be able to make a valid contribution to developing services and support for a growing digital sector which is vital for all businesses and citizens in NI. |

**6. Logistics**

Please provide details of the likely start date, duration, location, resources (i.e.

 desk, PC, fax etc.) and funding arrangements for the opportunity.

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| **Start Date:** Likely start date is 1 October 2018.**Duration:** 2 years with the possibility of an extension for up to a further year, subject to the agreement of all parties.**Location:** Individuals will initially be based in Netherleigh, Massey Avenue, Belfast, however could move to a Belfast city centre location when the NI Cyber Centre is operational. The individuals will have access to all necessary equipment and space to undertake their duties in line with the NICS code of practice and will be expected to comply with all relevant codes for NICS staff.**Travel:** The post holders will be expected to travel within Northern Ireland and potentially to elsewhere in the UK and on occasion internationally. It is therefore essential that applicants have access to a form of transport to allow them to fulfil the requirements of the post.**Salary:** £36,812 to £40,473. **Funding:** DfE is managing the funding arrangements for these two posts.**Selection:** Selection will be by interview.**Contact:** For further information about the posts please contact Martin Graham in DfE on 028 9025 7981 or by email at martin.graham@economy-ni.gov.uk. **Closing Date:** 5.00pm on Friday 07 September 2018. |

**7. Endorsement**

 **Interchange Manager**

Ciaran McGarrity

Signed

20 August 2018

 Date