# Hosting Proforma

Northern Ireland Cyber Centre

Name of Host

Organisation

**1. Interchange Manager’s details**

Joseph Dolan

Name

Organisation/

Department of Finance

Department

Centre for Secure IT

Northern Ireland Science Park

Queen’s Road

Belfast BT3 9DT

Address

Telephone Fax number

02890544250

Number

Joe.Dolan@Finance-ni.gov.uk

E-mail

Type of Opportunity

Technical Cyber Risk Advisor - secondment

**2. Details of hosting opportunity**

Description of opportunity

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| The NI Cyber Centre has been established as a direct response to the delivery of the [NI Cyber Framework for action](https://www.finance-ni.gov.uk/publications/cyber-security-strategic-framework-action) and has a unique opportunity to work across all sections of Northern Ireland in providing key advice and guidance to the NI Cyber Centre to inform promote the cyber safety of our citizens, and the public and private sectors in developing the cyber security and safety policies and processes that will develop their cyber risk management posture making a much safer place to be online for the Northern Ireland individual and business.  This role will be advising the NI Cyber Centre and developing key technical advice and guidance material and programmes with the NI Cyber Centre that promote better security of our computers and computer systems and services in defeating cyber criminality. The outcomes of the strategy is to make Northern Ireland a much harder place for cyber criminality to prosper and to build on and complement the other awareness campaigns.  The successful candidate will be part of this exciting journey and make a difference. |

Main objectives of the opportunity

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| The successful candidate will be responsible for providing specialist advice and guidance to various public and business sectors as well as to the NI citizen also acting as a quality assurance role for the NI Cyber Centre teams.  They will be an integral part of the NI Cyber Centre Information and Awareness Group and contribute to the NI Cyber Centre decision making process for the effective delivery the UK and NI Cyber strategy outcomes.  They will be required to provide expert opinion, technical advice, and guidance to the NI Cyber Centre and its stakeholders, provide response to cyber incidents and threats and where needed advise on secure configuration of common technologies and cloud services.  The successful candidate will use their skills and expertise, working with other experts in NCSC and other intelligence agencies, to develop technical guidance and briefings, information programmes and material that will inform the citizen, public and private businesses of good cyber practices and configuration of the more common systems and services.  Another aspect of the NI Cyber Strategy a Framework For Action is the development and growth f the cyber skills pipeline and growth of the cyber industry. Where necessary the successful candidate will provide insight and expertise to develop the NI skills pipeline competencies and qualifications that promote the skills needed in industry.  Key aspects of the role are listed below:-   1. **Authoritative voice for cyber technical advice and guidance**  * To apply a sound level of expertise and knowledge of cyber threats and good practice to advice and guidance material issued from the NI Cyber Centre that will be used by private and public sector organizations of various sizes * To apply cyber expertise and knowledge in the development and design of guidance and technical briefings from the NI Cyber Centre in respect of its marketing campaign messages to the citizen and wider stakeholder communities. * To work across the NI Cyber Centre teams and with key stakeholders on providing quality assurance role in respect of cyber related activities necessary to deliver the UK and NI cyber strategies. * To work with security experts from across academia, NCSC and business to develop NI cyber defensive capabilities across all sectors * To provide a level of knowledge and understanding of the cyber industry and work with key stakeholders in the development of the cyber skills pipeline in Northern Ireland     **2. Development of key cyber messages and content**   * To create and be responsible for the development and maintenance of the key technical messages in a way that are easily understood and actioned by within each sector. * To translate and develop technical cyber security messages in a manner that will relate to the public and private sector technical support teams.   **3. Design of NI cyber health maturity model and measurement**   * To contribute to a Cyber security maturity and health model that can be attributable to the citizen, public and private sector groups * Contribute to key interventions and recommendations to improve cyber good practice take up across northern Ireland stakeholder communities * Develop secure technical guidance and configuration for common platforms, products and services (including cloud services) used by small business e.g. windows and MAC platforms, office 365, Gmail suite etc.   **4. Corporate and Internal Communications**   * To work with the Head of NI Cyber Centre and Marketing on the production of visually attractive and engaging NI Cyber Centre corporate publications, core briefs and strategy documents and marketing materials * To provide appropriate oversight and quality assurance of key technical guidance * To work with the NI Cyber Centre in preparing lines to take and working with the Media in response to cyber trends , current threats or incident response.   **5. Threat analysis**   * To continually develop skills in the latest cyber security technologies and trends in relation to threats, vulnerabilities and exploits. * Work with other cybercrime agencies to develop threat and intelligence gathering and analysis and develop an evidence based programme of work to mitigate the key threats to the majority of people, from the majority of threat for the majority of the time across Northern Ireland * Work with other agencies and bodies in understanding the main threat vectors and countermeasures and package these in appropriate guidance and advice to stakeholder groups.  1. **General**  * To contribute to the achievement of the NI Cyber Centre’s mission, values and strategic directions outcomes and targets |

**3. Skills requirements**

What qualities, skills and experience is required from the individual

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| Essential   * A recognized professional security qualification e.g. CEH, CHFI, CFIP or equivalent * A minimum of 3 years recent experience in a security role in industry * Proven track record in working across multiple stakeholder groups * Significant experience of managing communication with senior managers and boards * Understands security concepts deeply enough to engage with security technologists and communicate in a language that is appropriate to audience. * Capable of making and guiding effective decisions on risk, technical vulnerabilities and exploits, explaining clearly how the decision has been reached. Able to make decisions proportionate to the level of technical complexity and risk * Can interpret and apply an understanding of policy and process, business architecture and legal and political implications to assist in the development of technical solutions or controls. * Knowledge of system architectures. Able to understand the risk impact of vulnerabilities on existing and future designs and systems, and identify how easy or difficult it will be to exploit these vulnerabilities * Understands and can apply a range of user research methods correctly. Able to choose appropriate methods for different life cycle phases and situations. * The successful candidate must have security clearance to SC level. |

**4. Personnel: Please state below**

Who will the individual report to?

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| Joe Dolan – Head of the NI Cyber Centre |

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

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| As above |

**5. Transfer of learning**

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

individual and their organisation.

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| This is a unique role that will see the successful candidate will be working across all of Northern Ireland sectors encompassing the Private Sector and industry as well as all Public Sector bodies and the NI Citizen. It is usual that engagements would see only one of these sectors being in scope.  The scope of the target audiences allows the individual to develop their skills and knowledge in working with senior representatives across all business sectors public and private and with organisations that vary in size and complexity. This challenge is unique in ensuring that the key messages needed are tailored and representative of the particular scale and sector context of these organisations in dealing with an appropriate response to the current and future cyber threats.  The breadth and depth and diversity of this challenge will assist the development of the individual as well as providing a unique opportunity to see this challenge for many different perspectives. This alone will develop the person and the organisation that employs them will also get the benefit from these various perspectives and insights into how businesses work at various scales and sectors.  The NI Cyber Centre benefits from experience knowledge and expertise in this very specialised area of technical cyber risk management area to benefit and deliver the outcome necessary to make Northern Ireland a safer place online and harder place for cyber criminality to operate. |

**6. Logistics**

Please provide details of the likely start date, duration, location, form of transport required, resources (i.e.; desk, PC, etc.) and funding arrangements for the opportunity.

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| **Start Date**: ASAP  **Duration**: minimum 12 months with possible extension for another 12 month period subject to the approval of all parties.  **Location**: Northern Ireland Science Park, Queen’s Road, Belfast BT3 9DT.  **Funding**: DoF will meet salary costs and associated expenses via the National Cyber Security Program Funding. The Salary scale is £36,812 to £40,473.  **Security Clearance**: The successful candidate must have security clearance to SC level.  **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.  **Further information**: Contact Joe Dolan on 028 9054 4250 or email at: [Joe.Dolan@finance-ni.gov.uk](mailto:Joe.Dolan@finance-ni.gov.uk)  **Closing Date:** Applications must be submitted by 5.00pm on Friday 02 August 2019 to**:**  **For NI Civil Service departmental staff only:** [**secondments@hrconnect.nigov.net**](mailto:secondments@hrconnect.nigov.net)  **For staff from all other Partner organisations:** [**interchangesecretariat@finance-ni.gov.uk**](mailto:interchangesecretariat@finance-ni.gov.uk) |

**7. Endorsement**

**Interchange Manager**

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**Signed:**

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| **11th July 2019** |

**Date:**