**FROM: Paul McKinney Ref: I/C 16/22**

**DATE: 11 February 2022**

**TO: Interchange Partners**

# Secondment Opportunity with

**The food standards agency**

**Deputy Principal**

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. £37,350. The FSA will meet salary costs and associated expenses.

Duration

1. The secondment will be expected to last for 12 months.
2. Location

The post holder will be formally based in Food Standards Agency offices, Clarendon Road, Belfast, however, currently most staff are homeworking and it is anticipated that this will continue for some time with a likely move to a hybrid of home and office working coming into place when circumstances allow.

Form of transport

and the role may entail travel across Northern Ireland therefore access to a suitable form of transport is essential

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 **4.00pm on Friday 04 March 2022;** 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. Further information Please contact Sharon Gilmore by email at: [Sharon.gilmore@food.gov.uk](mailto:Sharon.gilmore@food.gov.uk).

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