**FROM: PAUL McKINNEY Ref: I/C 24/22**

**DATE: 08 APRIL 2022**

**TO: INTERCHANGE PARTNERS**

# Secondment Opportunity with

**Department FOR infrastructure (DfI)**

**staff Officer**

**flood policy team**

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. DAERA will meet salary costs and associated expenses and the salary scale is: £32,328 – £33,459 per annum.

Duration

1. Secondment – Candidate will be recruited for 6-9 months initially with an extension of up to 12 months, subject to review. This opportunity is for a maximum of 24 months duration.
2. Location

Clarence Court Belfast, though staff in this Directorate are currently working from home in line with Executive guidance. Future working arrangements are expected to be a hybrid of home and office working.

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 Wednesday 27 April 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. Applicants wishing to learn more about these post(s) before deciding to apply should contact Stuart McDougall by email: [stuart.mcdougall@infrastructure-ni.gov.uk](mailto:stuart.mcdougall@infrastructure-ni.gov.uk)

**Paul McKinney**

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