

DE&S

**EQUIPPING OUR ARMED FORCES
TODAY · TOMORROW · TOGETHER**

Candidate Pack

Chief Data Officer

Senior Civil Service Pay Band 1

Closes 17 November 2024



**YOUR AMBITION
LEADS HERE**



WELCOME MESSAGE

Thank you for your interest in the Chief Data Officer role at DE&S

In recent years we have made significant progress in improving data maturity in our business operations and are now recognised leaders in the Ministry of Defence (MOD). At the same time, we are operating in an ever more threatening world requiring this data maturity to be rapidly extended into the battlespace where there is a pressing need for our military platforms to exchange data at an ever-increasing speed, including with allies. These platforms are also generating vast amounts of new data feeds which need to be analysed at pace, and advances in digital engineering are creating the need for much greater data sharing with industry to speed up the delivery of new military capability.

For these reasons we have decided to appoint a Chief Data Officer as Senior Civil Service level to provide functional leadership across all of our data activities. The successful candidate will own the DE&S strategic data plan and supporting policies, and will hold the authority to drive adoption across the business. The Chief Data Officer will also be required to work closely with the MOD Chief Data Officer and other senior data professionals across the MOD, industry and our allies.

This is an exceptional opportunity for an experienced data professional to make a real impact on the security of the UK whilst also working in an increasingly stimulating, diverse, inclusive and enjoyable work environment.

I look forward to discussing with you how you might become part of our talented team.



*Nigel Shaw,
Chief Digital Information Officer DE&S*

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“ THIS IS AN EXCEPTIONAL OPPORTUNITY FOR A **DYNAMIC, COMMITTED AND INCLUSIVE** LEADER TO JOIN US AND MAKE A LASTING **IMPACT** ”

- **DR JILL HATCHER**, Director General Corporate



OUR ORGANISATION

Equipping and supporting the UK's Armed Forces

We're a highly specialised part of the Ministry of Defence. From the procurement of aircraft carriers, food, clothing, tanks to fighter jets, we ensure our UK Armed Forces have the equipment and support they need to carry out their duties effectively.



Headquarters, Abbey Wood, Bristol



We employ over **11,500** talented civil servants, military personnel and private contractors across more than **150 locations** around the world



Every year we deliver a programme of work worth over **£10 billion**



We deliver over **80%** of the MOD's largest and most complex equipment projects



We spend over **£8 billion** every year on UK contracts which supports over **88,000 jobs**

Our four values are woven through everything we do. We use these values to define the high standards we aspire to, and the successes that we celebrate:



Excellence. We constantly seek new and innovative ways to be better. We deliver on our promises.



Collaboration. Together we are stronger. We deliver more success through shared goals and mutual support.



Inclusivity. Everyone matters. We feel and offer respect, value and acceptance. We seek out diversity of thought and perspective.



Integrity. We are trusted. We hold ourselves accountable for outcomes – good and bad.

OUR BEHAVIOURS

Behaviours are at the heart of how we operate, and our Senior Leaders have a key role in both embodying and driving this culture. All of our leaders at DE&S are committed to the following behaviours, but not all of these will be tested at interview:

- ▶ **Being accountable** - Exercising measured judgement and owning tough decisions.
- ▶ **Being a positive role model** – Collaborating, sharing success, providing challenge, encouraging people to be inquisitive and innovative, supporting people in taking calculated risks and delegating control. Respecting decisions and considering personal wellbeing alongside the needs of the business. Recognising and rewarding positive behaviours.
- ▶ **Fostering autonomy and choice** – Ensuring people feel empowered to work in the way that best suits them to be productive and deliver the best possible outcomes for defence.
- ▶ **A proactive commitment to diversity and inclusion** - Being open to learning new skills, actively seeking out diverse perspectives, supporting under-represented groups. Embracing a needs-based and person-centred approach.
- ▶ Demonstrating passion to **change things for the better** – continuously looking for ways to improve and then driving that change.



Find out more about DE&S behaviours here - [DE&S Success Profile framework](#)



Diversity and inclusion is fundamental to our growth and success



“Together, we’re taking proactive, determined steps to improve diversity across our organisation. Throughout my career I’ve been passionate about inclusion and I’m proud to be a positive advocate for women.”

- Jo Osburn, Director People,
and DE&S Diversity Co-Champion

We’re championing diversity and inclusion at all levels – so we can all be at our best

In DE&S, we believe that through true diversity we can build an inclusive and innovative environment, where our employees and our organisation can thrive. We’re home to a wide range of employee networks, from the Women’s Inclusive Network and the Race and Culture network, to the Pride, Neuro Inclusivity, Parents and Social Mobility and the Disability networks. These networks are a great place for people to connect, and have their opinions heard. They run a wide range of activities, ensuring their members are part of key conversations and raising important issues across our community, to advance our inclusion journey and help everyone feel like they belong.

Each of our networks is championed by a member of our senior leadership team. Your role as a leader will be to ensure our people can be the very best they can be, everyday.



OUR NEW OPERATING MODEL

Chief Data Officer
sits within DE&S System
Integration

System Integration

System Integration works across DE&S to make sure that equipment, systems and services fit together as a whole.

Gateway

The single entry-point for all client requirements. By engaging early with our Defence partners and clients, the Gateway provides insights and support to our armed forces to prioritise and set up projects for success from the start.

Core Delivery

Core Delivery provides our Armed Forces with the equipment and services they need, supported through life. It maximises equipment availability and safety, through standard and reliable processes, allowing for upgrades and the incorporation of new technology.

Corporate

Corporate provides DE&S with essential strategy, planning and governance as well as the shared business services which support delivery.



ABOUT THE ROLE

CHIEF DATA OFFICER – SYSTEMS INTEGRATION

Location

Your Permanent Duty Station will be DE&S Main office in Abbey Wood | Occasional UK Travel will be required

Contract

Permanent, Full-time

Salary

£98,550 - £109,500 (SCS Pay band 1)

- Civil Servants applying on promotion into the SCS will receive the higher of up to a 10% increase on current salary or the SCS pay band minimum (currently £75,000 for SCS PB1).
- All SCS applying on level transfer will remain on their current salary.

Further information - including pay guidance for existing civil servants - can be found [here](#).

Bonus

You will be eligible to earn a non-pensionable, non-consolidated performance-related award. Currently, this is up to 30% for this role and is dependent upon personal and organisational performance, this may be subject to change.

Vetting

The role requires Security Clearance (SC), with potential for DV requirement as role develops, which can be obtained following success in the campaign.

Hybrid Working

We're proud to champion hybrid working, to support our people with work-life balance, while ensuring we meet our mission. Working flexibly between your home and the office - together, we'll find a balance that works for us both. There is a general expectation that senior leaders will spend at least 60% of their time attending MoD premises in person.



ROLE RESPONSIBILITIES

The Chief Data Officer has the following areas of responsibility:

- Define the Data and Analytics (D&A) Vision and 5-year roadmap to support the DE&S Strategy and ensure ongoing relevance.
 - Lead on creating the data architecture and supporting artefacts.
 - Work with Defence Digital, allies and industry to develop data policy and standards to aid the flow of data across Defence in both the battlespace and the business environment.
 - Create an Enterprise Operating Model for D&A with accompanying data governance framework.
 - Establish and enforce standards for the production of Corporate MI and trend analysis in other parts of the business.
 - Lead the data governance team with a significant focus on driving up data quality.
 - Foster a data driven culture and data literacy across the organisation.
- Oversee delivery models, methods and practices across the business.
 - Work with the IMIT Profession team to provide input to Strategic Workforce Planning to ensure DE&S has the specialist data skills to support the roadmap.
 - Operate as part of a virtual MOD CDO team co-ordinated by the Defence Digital CDO.





ESSENTIAL CRITERIA - *What are we looking for?*

To be successful with your application, you'll need to be able to demonstrate the following

essential criteria:

- A proven track record of values-based leadership, including a proactive commitment to diversity & inclusion with demonstrable experience of maintaining a psychologically safe, positive and inclusive environment.
- A track record of leading organisational change and delivering tangible benefits.
- Experience of leading a data service team in a large and complex organisation across the data management lifecycle including architecture, data governance and data quality.
- Knowledge of the security needs generated by operating in a high threat environment.
- Experience of Enterprise Data Management, Business Intelligence and Data Science.
- Evidence of having worked with multiple stakeholders to gain agreement on complex technical issues.

Desirable:

- A recognised industry data qualification, such as DAMA





HOW TO APPLY

DE&S has appointed Veredus as an executive search firm for this appointment and they will manage the campaign.

This is an external competition and we welcome applications from candidates in both the public or private sector.

To apply for this post, you will need to submit the following documents, via the Veredus website – [LINK](#) quoting the reference number & job title : “17182– Chief Data Officer” by 23:59 on 17 November 2024.

- A **CV** setting out your career history, with key responsibilities and achievements. Please ensure you have provided reasons for any gaps.
- A **Supporting Statement** (around two pages) outlining how you consider your personal skills, qualities and experience match the essential criteria on page 10.

As part of the application process, you are asked to also complete the following:

- A **Diversity Monitoring questionnaire** - [Can be completed here.](#)
If you do not wish to provide a declaration on any of the characteristics, you have the option to select 'prefer not to say' but completion of the form is a mandatory part of the process, and your application will not be considered complete without it.
- A **Candidate Supporting Information Form** - [Can be completed here.](#)
- A completed **Disability Confident Scheme Form** – if applicable.
- A completed **Conflict of Interest Form.**

The information you provide when submitting your application will help us monitor our progress towards the Civil Service becoming the most inclusive employer. **For more information, see the [Civil Service Diversity and Inclusion Strategy](#)**



OUR ASSESSMENT PROCESS

We have tailored our assessment process to allow a more balanced scoring of our applicants across all stages of recruitment. This means that applicants receive a score against each stage, and each stage has a weighted outcome towards the overall final assessment score.

Stage 1: Application & Shortlist (weighting of 10%)

You will receive an email acknowledgment of your application. As part of your application, you will submit your CV and Supporting Statement, from which the panel will consider the evidence you have provided against the essential criteria set out at page 10 of this candidate pack, they will then score how well you have demonstrated this and select a shortlist of applicants accordingly. The full timeline on the next page indicates the date by which decisions are expected to be made and all candidates will be advised of the outcome as soon as possible thereafter.

Stage 2: Staff Engagement Exercise (weighting of 20%)

If you are shortlisted for interview, you will be asked to complete a Staff Engagement Exercise. Where you will be asked to deliver a 10 minute presentation (subject will be shared with you following shortlisting) to a small audience of DE&S employees. During this session, DE&S colleagues will have the opportunity to ask you questions and following the session will score you on your presentation. This assessment is designed to provide more insight into you as an engaging leader and will contribute to the panel's decision on who to appoint following interview. You will also be asked to complete a Psychometric Leadership Questionnaire which will not contribute to the assessment score, but will assist the panel in forming interview questions.



OUR ASSESSMENT PROCESS

Stage 3: Presentation (weighting of 20%)

Shortlisted candidates will be asked to deliver a face-to-face presentation to the panel on a pre-arranged subject at the start of their interview. The presentation will be scored separately by the panel and will contribute to the final candidate score.

Stage 4: Interview (weighting of 50%)

Shortlisted candidates will be asked to attend a face-to-face panel interview to have an in-depth discussion of their previous experience and professional competence in relation to the essential criteria set at page 10 of this candidate pack. The interview will be scored separately by the panel to contribute to final candidate scoring.

Stage 5: Offer

Following the final interview candidates will have their total scores calculated and the order of merit will be determined from this. The candidate who's scored the highest overall will be offered the role and reserves will be determined from highest to lowest appointable score. Should a candidate score below our appointable benchmark they will be unsuccessful and un-appointable. Candidates will be notified of the outcome, as soon as possible after the final interview.



TIMELINES

How long does the process take?

Please find an indicative timeline below. We will try and offer as much flexibility as possible, however it may not always be possible to offer alternative dates for assessments or interviews. Please note these dates may be subject to change.

	<i>Indicative timelines</i>
Closing Date	23:59 17 November 2024
Longlist	W/C 25 November 2024
Shortlist	W/C 09 December 2024
Assessment	W/C 06 January 2025
Panel Interviews	13 January 2025



The background is a solid teal color. Scattered across the page are several white, hollow triangle outlines of various sizes and orientations, some pointing right and some pointing down.

ANY

QUESTIONS?

Thank you for your interest in joining DE&S. If you'd like to discuss the role in more detail before submitting your application, please contact the Veredus team at: andra.parvu@veredus.co.uk