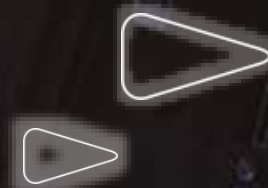




Ministry
of Defence

de&s



Candidate Pack

Defence Equipment & Support Director Sense, Decide and Communicate

Senior Civil Service Pay Band 2

Closes 23:55 on 05 May 2025



**YOUR AMBITION
LEADS HERE**



WELCOME MESSAGE

Thank you for your interest in the ‘Director Sense, Decide and Communicate role at DE&S

I am so pleased that you are interested in this exciting, challenging but vitally important role in supporting our Armed Forces to achieve their mission.

DE&S is the largest delivery organisation in the Ministry of Defence, and works closely with the Royal Navy, Army, Royal Air Force, Strategic Command and MOD Head Office to deliver some of the world’s most complex projects, procuring new military equipment and services, providing in-service support and managing global logistics to ensure equipment is ready for use, where and when needed.

DE&S employs around 10,000 talented civil servants, military personnel and private contractors across more than 150 locations around the world - people are at the heart of what we do, and we are proud to work together with our customers and industry partners across the UK to deliver the best outcomes for Defence, and ultimately for the country.

Director Sense, Decide and Communicate encompasses the delivery and through life capability management of the following nine themes: Electronic Warfare (EW); Explosive Ordnance Disposal (EOD); Special Projects (SP); Command & Control (C2), Targeting, Navigation & Comms; Ground Based Air Defence (GBAD); Radar & Sonar; Chemical, Biological, Radiological & Nuclear (CBRN); Defensive Aids Systems (DAS); and Space.

I’m looking for an inspirational and outstanding leader irrespective of their previous background, who is output focussed, accountable and able to build effective teams and demonstrate servant leadership to their people.

You will have the ability to deal with complexity and ambiguity and deliver innovative solutions; you will have intelligent commercial acumen, and the ability to build and maintain constructive, collaborative working relationships with senior stakeholders as well as being a key member of my Core Delivery Leadership Team.

I value diversity of people and thought, and I encourage applications from a diverse field of candidates to ensure we are accessing the best talent and introducing new ways of thinking and working - by no means is a Defence background a prerequisite for this role.

In summary, I’m looking for a leader with energy and passion who wants to make a substantial impact to Defence outputs. If this sounds like you, and you are up for the challenge, then I would strongly encourage you to apply. DE&S is a truly fantastic organisation, and this senior role is vitally important. I look forward to receiving your application.



Dr Simon Dakin, DG Core, DE&S

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“ DELIVERING THE EDGE FOR OUR
ARMED FORCES THROUGH **PEOPLE,**
TECHNOLOGY & INNOVATION. ”

- **ANDY START**, DE&S Chief Executive Officer



OUR ORGANISATION

Equipping and supporting the UK's Armed Forces

The global threat picture is ever changing and is becoming even more demanding given our adversaries' intent. Across DE&S we strive to ensure the UK is able to meet its strategic aims for national security and foreign policy in the face of this challenge; to be 'secure at home and strong abroad'.

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



We employ around 10,000 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**



Headquarters, Abbey Wood, Bristol



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 take a servant leader role and play a key part in both embodying and driving this culture. All of our leaders at DE&S are committed to the following behaviours:

- ▶ **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

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, every day.



"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."

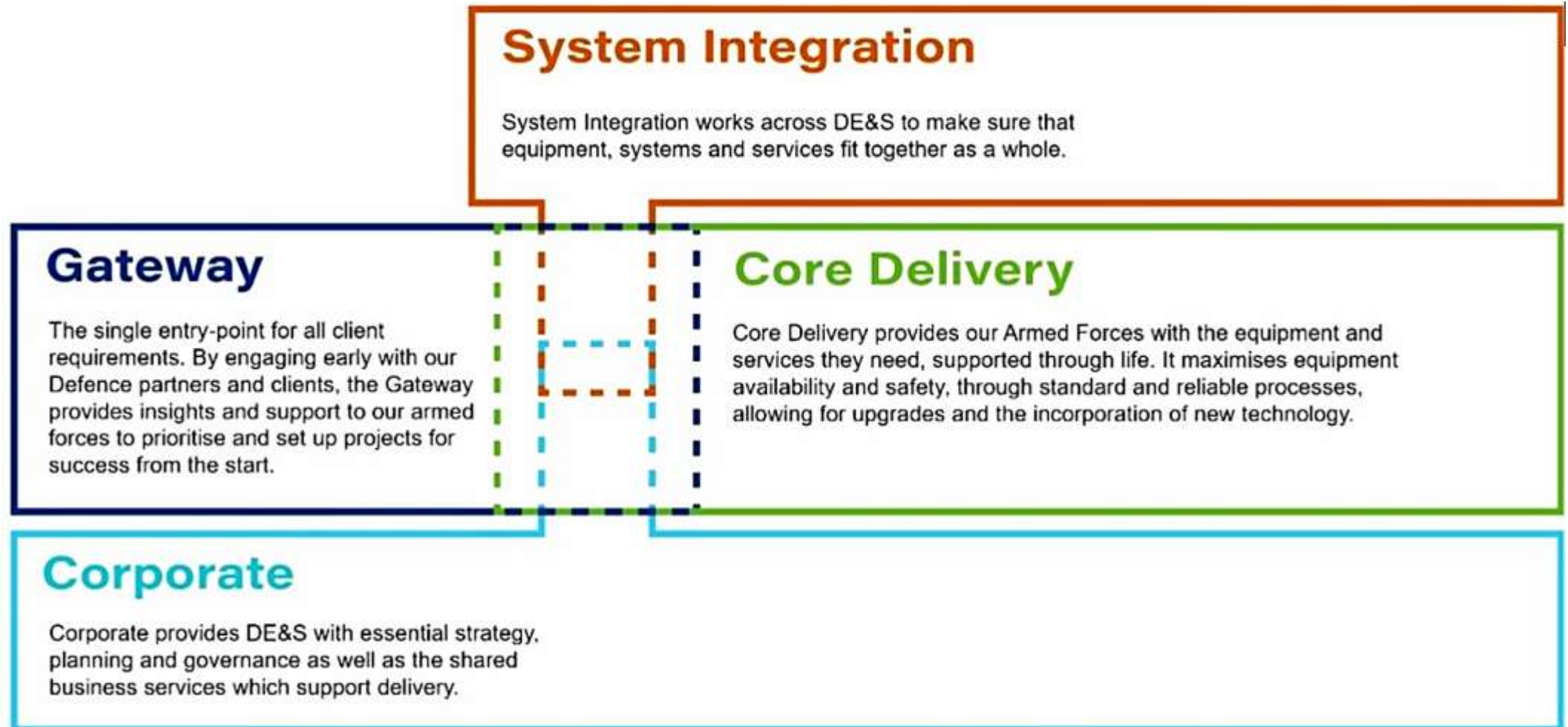
- Jo Osburn,

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



OUR NEW OPERATING MODEL

Director Sense, Decide and Communicate sits within the Core Delivery Area of DE&S.





ABOUT THE ROLE

Director Sense, Decide and Communicate

Location

Your Permanent Duty Station will be DE&S Main office in Abbey Wood. Frequent UK & occasional International travel.

Contract

Permanent, Full-time, alternative working patterns including job shares will be considered.

Salary

£98,000 – £139,500 per annum for external candidates

- Civil Servants applying on promotion will receive the higher of up to a 10% increase on current salary or the [SCS pay band 2 minimum](#).
- 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

The DE&S Performance Award is non-consolidated, non-pensionable and non-contractual annual bonus scheme, the outcomes are based on organisational, team and individual targets and overall affordability. The overall structure of the scheme, targets and % of opportunity are subject to annual review and change which is agreed and governed by the Remuneration Committee of the DE&S Board. Currently, this is up to 50% for SCS Pay Band 2 roles but may be subject to change.

Vetting

This is a reserved post and is only open to **sole UK nationals**. The security clearance level required is **Developed Vetting** (DV) STRAP, which can be applied for following success in the campaign, if DV clearance is not granted the offer will be withdrawn.

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.



ABOUT THE ROLE



ROLE RESPONSIBILITIES

Director Sense, Decide and Communicate has the following areas of responsibility:

- Delivery of DE&S' Sense, Decide & Communicate portfolio, including project delivery and through life capability management of the following nine themes: Electronic Warfare (EW); Explosive Ordnance Disposal (EOD); Special Projects (SP); Command & Control (C2), Targeting, Navigation & Comms; Ground Based Air Defence (GBAD); Radar & Sonar; Chemical, Biological, Radiological & Nuclear (CBRN); Defensive Aids Systems (DAS); and Space.
- Deliver and sustain a complex portfolio of programmes, including influencing early concept work with the Gateway, and working with Solution Integration.
- As the Director, be accountable for technical integration of eqpt and systems provided by other themes to you and support the integration of Sense, Decide & Communicate systems with other platforms/systems within the Environment and Technology Themes where required.
- Carry out high profile work under significant Ministerial, Parliamentary, Media and Stakeholder scrutiny, requiring personal resilience, and senior stakeholder management.
- Contribute to Defence Strategic Industrial Strategy as required, understand Industry capability to deliver, and influence the longer-term Industrial Plan.
- Re-balancing the approved work programme if required, whilst delivering change management and operational sustainment of SDC capabilities.
- Inform the Category Management strategy for the Sense, Decide and Communicate technology theme.
- Monitor and develop Supply Chain Resilience.
- Change management and continuous improvement experience.
- Provide support to the Senior Safety Responsible appointees within Sense, Decide and Communicate.





ABOUT YOU

ESSENTIAL CRITERIA - *What are we looking for?*

To be successful with your application, you'll need to be able to demonstrate the following **6 essential** criteria:

Behavioural:

- A proven track record of values-based leadership, including a proactive commitment to diversity & inclusion.
- Demonstrable evidence of confidently leading people through operational and cultural change.
- Being accountable - exercising measured judgement and owning tough decisions.

Technical:

- Successful delivery of a diverse, complex portfolio of major projects whilst improving operational outputs.
- Ability to drive delivery performance whilst operating in a highly regulated and safety focused environment.
- Refined stakeholder engagement that will elicit the confidence of Ministers and Senior Leadership across the entire UK Defence Enterprise.



Desirable Qualifications / Criteria :

- Science/Engineering Degree or equivalent experience.
- MPLA or equivalent.
- Chartered Project Professional or equivalent



APPLICATION PROCESS

HOW TO APPLY

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

To apply for this post, you must submit the following documents [here](#) by 23:55 on 05 May 2025 for your application to be received as complete.

- A **CV** (no more than 2 pages) setting out your career history, with key responsibilities and achievements. Please ensure you have provided reasons for any gaps.
- A **Supporting Statement** of no more than **1250 words** (font Arial, size 11), **outlining how you consider your personal skills, leadership attributes, qualities and experience match all 6 essential criteria on page 10**. Applications that exceed the word limit or that are submitted **without a supporting statement will not be considered**. For assistance with your supporting statement, please reach out to the recruitment team.

AFTER YOU'VE APPLIED



Shortlist

All applications will receive an email acknowledgement. If you do not receive confirmation of receipt of your application 3 working days post-closing date, please contact us at DESHR-SCSRecruitment@mod.gov.uk. The panel will consider the evidence you have provided against the essential criteria set out at page 10 of this candidate pack to determine their shortlist. If successful at shortlist.



Staff Engagement Exercise and ILA

If you are found successful at shortlist, you will be invited to complete an online leadership assessment and attend a staff engagement exercise (SEE). This involves a 10 min presentation to a small group of DE&S employees followed by a Q&A session. Following the SEE the Employee Panel will provide feedback and scores to support the interviewing panel.



Interview

Shortlisted candidates will be asked to attend an in-person panel interview for an in-depth discussion of your previous experience and professional competence in relation to the essential criteria and to judge your suitability for the role. Full details of the interview process will be made available to shortlisted candidates.



Offer

We will notify all candidates of their outcome, as soon as possible after the final interview. DE&S reserves the right to make any offer of appointment conditional upon references and satisfactory conclusion of security enquiries. In the event that you meet the requirements for the role, but you are not offered the position, we will be pleased to retain your application for a 12-month period in case another suitable role arises.



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 interviews. Please note these dates may be subject to change.

	<i>Indicative timelines</i>
Closing Date	05 May 2025
Shortlist	W/C 12 May 2025
Staff Engagement Exercise & ILA	W/C 19 May 2025
Panel Interviews (face to face in Bristol, Abbey Wood)	02/03 June 2025





➤ **What is the role of the Civil Service Commission?**

Selection for appointment to the Civil Service is on merit, on the basis of fair and open competition, as outlined in the Civil Service Commission's Recruitment Principles. The Civil Service Commission has two primary functions: Providing assurance that selection for appointment to the Civil Service is on merit on the basis of fair and open competition.

For most senior posts in the Civil Service (SCS PB2), the Commission discharges its responsibilities directly by overseeing the recruitment process and by a Commissioner chairing the selection panel. More detailed information can be found at the Civil Service Commission Website.

➤ **Can I only apply if I am a sole UK National?**

Certain posts, notably those concerned with security and intelligence, might be reserved for British citizens. For further information on whether you are eligible to apply, please visit Gov.UK.

➤ **Is security clearance required?**

Yes. If successful you must hold, or be willing to obtain, either Security Clearance (SC) or Developed Vetting (DV) as advertised on the job advert. More information about the vetting process can be found here.

➤ **Do I need to sign the Official Secrets Act?**

Yes.

➤ **Do you offer a Guaranteed Interview Scheme for Disabled Persons, Veterans or Crown servants at risk of redundancy?**

Yes, we have a variety of Guaranteed Interview Schemes. When submitting your application via our recruitment system you will be asked if you wish to be considered under each scheme. Please ensure you indicate if you wish to be considered under one of these schemes on your application. You must meet the minimum essential criteria as advertised in the candidate pack to be guaranteed an interview. Selection will be on merit. For our disability scheme you do not need to disclose your disability. Please also advise us of any special arrangements for interview you will require, enabling us to make the appropriate arrangements.

➤ **What other benefits are there working at DE&S?**

MOD endeavours to support a work/life balance for all staff. Other benefits include: access to nursery places, access to a variety of discounts, flexible and hybrid working arrangements where possible, remote access to systems to allow for remote working and enhanced maternity, paternity and adoption allowances. See more here.

➤ **Do you offer flexible or hybrid working?**

We champion flexible ways of working. Regular in-person attendance is required and expected at a minimum of 60% to promote the benefits of face-to-face collaboration alongside flexibility of hours to support work-life balance. Initially, you may be expected to attend more frequently to familiarise yourselves with the site, the team, and your role.

➤ **I've heard the Civil Service Pension scheme is great. Can you tell me more about it?**

You are entitled to membership of a Civil Service Pension Scheme. More information can be found at www.civilservicepensionscheme.org.uk.



FAQs continued

➤ What annual leave do you offer?

You'll start with a 25 days of holiday a year, increasing by one day a year to 30 days after 5 years. In addition, you'll get eight bank holidays and an additional day of annual holiday for the King's birthday! There are also options for paid special leave for reservist training, public duties, volunteering, study leave and compassionate leave.

➤ Will I get feedback on my application?

Due to the volume of applications, we receive we cannot guarantee that you will receive feedback in relation to the shortlist results. You will however receive feedback following your interview if you are invited.

➤ What will you do with my information?

We take our responsibilities under the Data Protection Act 2018 and GDPR seriously. Any data about you will be held in secure conditions with access restricted to those who need it in connection with dealing with your application and the selection process. Data may also be used for the purposes of monitoring the effectiveness of the recruitment process but in these circumstances all data will be kept anonymous. The Diversity Monitoring form is used for monitoring the selection process only. If you are unsuccessful, personal data relating to your application will be destroyed after 12 months. If you are successful, data will be held by DE&S HR.

➤ What is the Civil Service Code?

All civil servants are subject to the provisions of the Civil Service Code, which details the Civil Service values, standards of behaviour and rights and responsibilities. For further information, visit <https://www.gov.uk/government/publications/civil-service-code/the-civil-service-code>.

➤ Are there any restrictions on Political Activities?

During the period of appointment there will be certain restrictions on political activities.

➤ What should I do if I think that I have a conflict of interest?

Candidates must note the requirement to declare any interests that might cause questions to be raised about their approach to the business of the Department. If you believe that you may have a conflict of interest, please contact deshr-scsrecruitment@mod.gov.uk before submitting your application.

➤ What is your approach to Equal Opportunities?

DE&S is a Level 3 Disability Confident Leader, aiming for the widest possible diversity in its workforce and drawing recruits from every part of the community. We particularly welcome applications from ethnic minority people, women and people with disabilities, who are currently under-represented. Our policy is to provide equal opportunities for employment, career development and promotion to all eligible personnel on the basis of ability, qualifications and fitness to work. Under the Equality Act 2010 we are legally required to consider making reasonable adjustments to ensure that disabled people are not disadvantaged in the recruitment and selection process. Our team are here to help and support you where possible throughout your recruitment experience, we are therefore committed to meeting, wherever possible, any needs you specify in your application. Please complete a Diversity Monitoring questionnaire and submit it with your application.

➤ What do I do if I want to make a complaint?

In the unlikely event that you feel that your application has not been treated in accordance with the Commission's Recruitment Principles and you wish to make a complaint you should, in the first instance, contact DESHR-WSC-PMOCOMPLAINTS@mod.gov.uk If you are not satisfied with the response you receive from the department you can contact the Office of the Civil Service Commissioners at info@csc.gov.uk



RECRUITMENT PROCESS

HOW YOU WILL BE ASSESSED

10%

Stage 1: Application & Shortlist

As part of your application, you will submit a CV and supporting statement which the panel will use to assess you against the essential criteria as set out on page 10. This will be scored and if found successful you will be added to the shortlist.

20%

Stage 2: Staff Engagement Exercise

If shortlisted, you'll be invited to deliver a 10-minute presentation to our staff engagement panel followed by a 20 minutes Q&A session. Their feedback will be fed back to the interviewing panel.

20%

Stage 3: Interview Presentation

You present at the start of your interview on a pre-arranged subject to the panel which will be scored separately and contribute to the final score.

50%

Stage 4: Interview

You will attend a face-to-face panel interview to discuss in-depth your previous experience and professional competence in relation to the essential criteria set out on page 10.

How do we assess your application?

There are several stages to our recruitment process with different weightings which all decipher your final candidate score. You can find more detailed information [here](#).

Our [recruitment team](#) are here to support you throughout the process so if you have any queries at any stage, please do let us know.

We understand that AI can assist you in your application. Find our guidelines [here](#).



Stage 5: Offer

Following your interview scores will be tallied and the highest scoring candidate will be offered the role. Reserves will be ordered from highest to lowest appointable candidate. All candidates will be informed of their outcome as soon as possible post the final interview.

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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 DESHR-SCSRecruitment@mod.gov.uk