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“I’ve had the privilege to work with some of the most talented people in the country, in the UK and during several overseas postings, on defence and security matters of national importance. It has been great fun throughout. MOD is a great department which I’m proud to work for”

– Director of Strategic Planning #proudtoworkinDefence
Background to the Ministry of Defence

The Ministry of Defence protects the security, independence and interests of our country at home and abroad. We work with our allies and partners whenever possible. Our aim is to ensure that the armed forces have the training, equipment and support necessary for their work, and that we keep within budget.

We have seven military tasks:

- providing strategic intelligence
- providing nuclear deterrence
- defending the UK and its overseas territories
- supporting civil emergency organisations in times of crisis
- providing a defence contribution to UK influence
- defending our interests by projecting power strategically and through expeditionary interventions
- providing security for stabilisation

The MOD Head Office, based in London, where this role is based, and the Army Headquarters, based in Andover, are military strategic headquarters, with both civilian and military staff often working together in integrated teams.

Defence Vision: Defence in a Changing World

Our mission is to protect our country and provide the ultimate guarantee of its security and independence, as well as helping to project its values and interests abroad. To do this we must meet a complex range of threats and challenges in a rapidly changing world. We will always use our influence to reduce the risk of conflict but we must be ready to fight and win on difficult and dangerous operations against determined opposition.

We must adapt to stay ahead, configure our capability to address tomorrow’s threats, not yesterday’s, build more versatile and agile forces for the future, and ensure our people have what they need to do what we ask of them. We cannot do everything on our own, so we must work effectively with our Allies and partners. And we must spend our budget wisely.

“Still the most interesting and challenging work in government, the best and most fun people, and of fundamental importance to us and our children. Am I proud to be in Defence?
Of course!”

– Director Judicial Engagement Policy #proudtoworkinDefence
We require:

- Leadership at every level of Defence, making the right decisions at the right time for the right reasons – and learning from the things that go wrong;

- Strong Armed Services with a war-fighting ethos and a willingness to adapt, and an effective Ministry of Defence, working together to make Defence as a whole stronger;

- Modern, innovative ways of doing business, where individuals accept responsibility for decisions and we weed out duplication, red-tape, waste and delay.

We will make all this happen through the Transforming Defence programme to deliver:

- Battle-winning Armed Forces, smaller than before but able to reach across the world and operate across the spectrum from high-intensity combat to enduring stabilisation activity, who work with each other and with allies, equipped and trained for their task, their families well supported, trusted to shape their own future and manage their own resources within Defence;

- A smaller, more professional Ministry of Defence that supports Ministers in setting clear priorities for the outputs required of the Armed Forces and the Department, and holds them to account for meeting them; supports the Armed Forces to deliver what they are tasked to do; and reports honestly and openly to Parliament and the public;

- A hard-headed approach to what we can afford, now and in the future, getting the most value we can from each pound of taxpayers’ money.

In this way we can all be proud to be a part of our great enterprise: defending our nation in a changing world.

We employ all kinds of people across a wide range of interesting and rewarding jobs and if you join us you will be doing work that makes a difference and really matters. Click on the link below to hear more from our staff on their experiences of the Ministry of Defence:

https://www.youtube.com/playlist?list=PLMt8dNv5bsl-px0VuHjDx_oOY3LBsy6N9
Do you want to be part of…

The 5\textsuperscript{th} largest defence budget in the world

With over 20 Operations in over 25 countries

And £178bn Planned Expenditure on Equipment and Support over the next 10 years

Source: “Defence in Numbers 2016”

“The MOD has provided me with exceptional career opportunities. I’ve worked across the world for both the Royal Navy and NATO, which has given me invaluable experience to take forward in my career”

– Deputy Naval Liaison Officer #proudtoworkinDefence
Employer of Choice

The vision for Defence People is that our outputs are delivered by the right mix of capable and motivated people that appropriately represent the breadth of the society we exist to defend, now and in the future.

People in Defence must bring diversity of talent, experience, personal characteristics, perspective and background; this is not only morally right, it is fundamental to the operational effectiveness of Defence.

We strive to be an employer of choice, through recognising, encouraging and celebrating diversity. An organisation that not only encourages everyone to be themselves in the workplace but makes a clear link between embracing individual diversity and the successful delivery of Defence outputs.

What we aim to achieve:

• Ensuring MOD has a good quality evidence base to make decisions and direct resources
• Each person who works in Defence feels and believes they are treated fairly and that the work practices and environments correctly support their individual needs to enable them to do their job effectively
• Business leaders and managers, both individually and collectively, intuitively factor diversity and equality into their decision making
• Individual members of staff understand their role and take responsibility for making the MOD diversity and inclusion philosophy a reality such that policies are implemented and the gap between the rhetoric and experience is closed
• Ensuring that MOD is legally compliant across the equality spectrum

“Working in Defence is great. I’m surrounded by the best, I can contribute to the nation’s defence and I can help make a major element of our Parliamentary democracy work effectively”

– Air Scrutiny and Approvals Team Leader #proudtoworkinDefence
Further information


Ministry of Defence Annual Reports and Accounts 2016-2017


“As well as a diverse set of activities, the MOD has some of the most committed and capable people I’ve had the pleasure to work with and learn from”

– Head of Information Systems & Services Finance #proudtoworkinDefence
Welcome Message

The UK Ministry of Defence Chief Information Officer role is one of the most important in the world, whether measured by scale, scope, breadth of technologies or global reach. It is fundamental to ensuring our nation remains safe, protected by its outstanding armed forces. With that in mind, the role reports directly to both of us at the very top of the Department. We know that information technology is one of our most important assets, presenting both opportunities and threats.

You will play an important role in the strategic management of Defence, including as part of the Head Office Executive Committee. You will have line management responsibility for the Chief Executive of Information Systems and Services, the 3,000 strong organisation which delivers the bulk of the Ministry of Defence’s information technology in a programme costing some £2bn per annum. You will also be a member of the Executive Committee of Joint Forces Command, a 23,000 strong organisation, which provides operational command and control, communications, cyber, intelligence, surveillance and reconnaissance, medical, and Special Forces capabilities, along with doctrine, education, and training, and runs the UK’s permanent military bases overseas.

There is much work to be done. We must exploit digital technology to enhance Defence’s operational capability as well as to realise significant efficiencies. We must make the most of our information at the same time as managing information-related risks. The complexity and scale of these tasks is high. So is the opportunity to make a big difference.

This role is one of the most challenging and exciting technology roles in the Civil Service. We have a stretching agenda to deliver, and we need an exceptional leader to help us do so. MOD is an important, complex organisation, that we are both very proud to be part of. If you are excited by the opportunity this role presents, we’d love to hear from you so that you can be part of it too.

Stephen Lovegrove  
Permanent Secretary

General Sir Chris Deverell  
Commander of Joint Forces Command

Stephen Lovegrove  
Permanent Secretary

Chris Deverell  
Commander Joint Forces Command
This is an unprecedented time for digital, data and technology specialists as government harnesses digital technologies, skills and tools to transform public services on a global scale.

There have never been more opportunities to work collectively and creatively as a profession to respond to the changing needs and expectations of millions of people, and deliver services that are simple and easy to use.

The digital, data and technology profession comprises 17,000 digital, data and technology colleagues across government, and is rapidly scaling up nationwide in line with our strategy.

The UK is recognised as a world leader in digital government; it ranks at the top of the United Nations’ e-government index and countries like the US, Canada, Australia and New Zealand are modelling their digital transformation on ours.

In your capacity of Chief Information Officer at Ministry of Defence you will join a network of digital, data and technology leaders that has developed into an essential forum for coordinating and driving transformation across government.

With your senior colleagues from other departments you will set standards and maintain a shared vision to deliver transformation. You’ll share best practice and drive collective efficiencies wherever possible, support and guide our cross government programmes to build digital, data and capability and make government a destination of choice for digital, data and technology professionals.

And you’ll be a role model and a relentless champion of government as a place where everyone can thrive and where diversity can flourish; a place that reflects the public we serve.

The potential to shape our society’s future is enormous and our purpose is to ensure the profession is equipped and inspired to deliver real, meaningful change for users; to do the work of transformation that makes government work better for everyone.

**Kevin Cunnington**

Head of the Digital, Data and Technology Profession
Director General, Government Digital Service
# Vacancy Description

<table>
<thead>
<tr>
<th><strong>Job title</strong></th>
<th>Director General, Chief Information Officer (CIO)</th>
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<tbody>
<tr>
<td><strong>Vacancy reference</strong></td>
<td>1706-026L</td>
</tr>
<tr>
<td><strong>Salary</strong></td>
<td>The post is at Senior Civil Service Pay Band 3 level. Being mindful of the scrutiny on public sector pay, external candidates should note that their salary on appointment will not exceed £180,000 per annum. Salary and terms of appointment for an existing Civil Servant will be in line with the normal Civil Service pay rules.</td>
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| **Vacancy description** | The Ministry of Defence is looking to recruit a new **Director General, Chief Information Officer (CIO)**. This is a substantial and challenging role with significant involvement in the transformation and operation of the Department. As the CIO for the Ministry of Defence, you will be the primary advisor to the Defence Board on Information and Digital. As the Senior Information Risk Owner (SIRO) you will be accountable for the statutory compliance, quality, timeliness and security of all Departmental information. You will be responsible for:  
  
  - The development of MOD strategy and policy on the operation, interoperability and protection of all MOD ICT, including cyber security and resilience  
  
  - The promotion of new ways of working and information technology-enabled innovation  
  
  - The delivery of Information Systems and Services  
  
  In addition, to enable an enhanced Digital approach within the Department, other key accountabilities and responsibilities include:  
  
  - Participating in and contributing to the overall strategy development, transformation and operation of the MOD, playing an active role in the management of |
Defence business

• Directing and shaping the provision of efficient, cost-effective Information Systems and supporting ICT services for 250,000 departmental and military users

• Leading the Department’s defensive cyber effort, mitigating Defence Information risks and issues and working with the Security Intelligence Agencies (SIA) to deliver Defence crypt-key

• Taking responsibility for the defence of MOD networks, ensuring that the MOD’s communication systems and the information contained in them are protected against damage, unauthorised use, modification or exploitation

• Enhancing decision making in MOD by championing the use of data and MI and establishing an effective data management regime

• Establishing sustainable, strategic ICT supplier relationships to increase the level of innovation and efficiency in information service provision through consultation and competition

• Bringing innovation to expand the business impact of ICT and providing direction on which emerging technologies are to be introduced across the MOD to ensure ICT capabilities respond to the needs of strategy

• Working closely with the Chief of Defence Intelligence on the security of Defence ICT capabilities and the threats to them

• Being Defence’s public face of Digital ICT in the national and local media

With control of an annual operating cost budget for Digital and ICT delivery of £223million and direct capital expenditure of £1.8billion, you will deliver MOD’s ICT programme to meet its strategic objectives and budget, drive the development of Digital and ICT standards, governance processes and
performance metrics to ensure ICT delivers value to the taxpayer.

You will manage relationships with a wide range of stakeholders at a senior level, including across Government (e.g. Government Digital Service and the UK National Cyber Security Centre, NCSC) and with external vendors and partners.

You will report jointly to Stephen Lovegrove, Permanent Secretary and General Sir Chris Deverell, Commander of Joint Forces Command and provide direct line management responsibility to the Chief Executive of Information Systems and Services. You will also be responsible for uniting the work of the CIOs of the Front Line Commands and Business Units.

You will be responsible for leading and developing the ICT profession (c2000 people) across the Department. You will need to ensure a sustainable ICT workforce with the appropriate mix of business knowledge, technical skills and competencies that balance the needs between growing the agility required to achieve objectives and ensuring the core ICT functions are reliable, stable and efficient.

You will provide leadership, coaching and direction to the ICT leadership team and staff, including the selection and appraisal of senior Digital ICT staff across the MOD.

As a key member of the Department’s senior leadership team, you will be expected to play an active role in the ongoing corporate management and development of the organisation. You will be a member of the MOD and Joint Forces Command Executive Committees.

We expect all of our senior leaders to be:

- **Inspiring** - about our work and its future
- **Confident** - in our engagement with others
- **Empowering** – to allow our teams to deliver

https://www.gov.uk/government/publications/civil-service-leadership-statement
To be successful in this role you will need to be an exceptional senior technology leader with proven strategic and technical capabilities, combined with significant experience of using the technology function to enable innovation.

In addition, you will also need to be able to demonstrate your capability and potential against the following criteria:

- Outstanding strategic, visible leadership skills, able to set a compelling vision to support long term strategies and create high performing teams, building capability and creating an inclusive culture.

- A proven track record of successfully leading, developing and implementing IT strategies and enterprise-wide architecture, with a particular focus on high level digital strategy expertise gained in a multi-channel business

- The ability to lead and drive strategic business and organisational change to improve effectiveness and efficiency with a proven track record of leading complex change programmes across large, multi-functional, multi-sited private or public sector organisations

- A thorough understanding of cyber security and information risks and capability to correlate security trends and intelligence

- The ability to build and maintain successful relationships with a complex set of stakeholders across a variety of organisations, winning the trust of those who may have differing or conflicting views, with the ability to challenge and influence when required

- Experience of successful delivery of high quality IT services through strategic contract management in a similarly challenging environment, ensuring continuous improvement and benefit, both financially and in terms of performance, from large outsourced contracts.
In order to be successful, you are likely to have experience operating at CIO level in a multi-site, multi-channel and / or complex reporting environment in either the public or private sector.

Although it may be helpful, it is **not essential** that you have experience working with or within the Defence sector.
Recruitment process

How to apply

To apply for this post please email the following documentation to Responses@RussellReynolds.com by noon on Monday 11 September 2017.

1. A current CV with your full employment history, giving details where applicable of budgets and numbers of people managed, relevant achievements in recent posts, together with reasons for any gaps within the last two years along with your education and professional qualifications.

2. A statement of suitability (no longer than two A4 pages) explaining why you are interested in this role along with details of how your personal skills, qualities and experience provide evidence of your suitability for this role, with particular reference to the criteria set out in the person specification.

3. A completed Diversity Monitoring Form. All monitoring data will be treated in the strictest confidence and will not affect your application in any way.

4. Names of at least two professional referees who may be contacted at shortlist stage (i.e. before the final interview). Please be assured that no contact will be made to referees without your prior knowledge.

If relevant please also submit:

• A completed Guaranteed Interview Scheme Form if applying under this scheme

Please include the reference number 1706-026L and role title in the subject line of your email.

If you cannot apply online, please post your application to: Russell Reynolds Associates c/o Elinor Parry, 1706-026L, Almack House, 28 King Street, London SW1Y 6QW
Russell Reynolds Associates will acknowledge your application and keep you updated throughout the selection and assessment process.

Applications will be reviewed to select those demonstrating the best fit with the post against the criteria set out in the person specification.

Full details of the selection and assessment process will be made available to shortlisted candidates once the shortlist has been completed but is likely to include:

- Online psychometric assessments designed to identify key behavioural strengths as well as any associated areas for development
- Staff engagement exercise which will involve meeting with a small group of staff from the department
- A technical assessment
- A final panel interview

Please note that neither the staff engagement exercise nor the psychometric tests results in a pass or fail decision. Rather they are intended to support the panel’s decision making and highlight areas of strength as well as areas for concern or development which the panel can probe further at interview.

Shortlisted candidates will have the opportunity to meet with Stephen Lovegrove and General Sir Chris Deverell prior to the final panel interview. There may also be the opportunity to speak to other members of the MOD senior leadership team on an informal basis to find out more about working for MOD.

The panel will be chaired by Isabel Doverty (Civil Service Commissioner) and will include Stephen Lovegrove (Permanent Secretary, MOD), General Sir Chris Deverell (Commander of Joint Forces Command) and Kevin Cunnington (Director General, Government Digital Service).
<table>
<thead>
<tr>
<th><strong>Arrangements for interview</strong></th>
<th>The final selection panel interview will be held at MOD Main Building, Whitehall, London SW1A 2HB. Expenses incurred by candidates during the recruitment process will not be reimbursed by the Department except in exceptional circumstances and only when agreed in advance.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Reserve lists</strong></td>
<td>If we receive applications from more suitable candidates than we have vacancies for at this time, we may hold suitable applicants on a reserve list for 12 months, and future vacancies in the Civil Service requiring the same skills and experience could be offered to candidates on the reserve list without a new competition.</td>
</tr>
<tr>
<td><strong>Further Information</strong></td>
<td>If you have any questions about the role or would like to discuss the post further, please contact Russell Reynolds on 0207 198 1870</td>
</tr>
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</table>
| **Civil Service Recruitment Principles** | 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 selection process will be overseen by the Civil Service Commission. 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 the most senior posts in the Civil Service, the Commission discharges its responsibilities directly by overseeing the recruitment process and by a Commissioner chairing the selection panel  
- Hearing and determining appeals made by Civil Servants under the Civil Service Code which sets out the Civil Service values – Impartiality, Objectivity, Integrity and Honesty – and forms part of the relationship between civil servants and their employer. More detailed information can be found on the Civil Service Commission’s website: [http://civilservicecommission.independent.gov.uk](http://civilservicecommission.independent.gov.uk) |
| **Complaints** | If you feel your application has not been treated in accordance with the Civil Service Commission’s Recruitment Principles and you wish to make a complaint you should email Kate Boyle on People-CivHR-StratSCSMgmtDHd@defence.gsi.gov.uk in the first instance. If you are not satisfied with the response you receive from the Department, you can contact the Civil Service Commission at: http://civilservicecommission.independent.gov.uk/civilservicerecruitment/complaints/ |
| **Closing Date** | The deadline for applications is **noon on Monday 11 September 2017.** |
Indicative Timeline

Please note that these dates are only indicative at this stage and could be subject to change. If you are unable to meet these timeframes, please let us know in your application letter.

The anticipated timeline is as follows:

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advert Closing Date</td>
<td>Noon Monday 11 September 2017</td>
</tr>
<tr>
<td>Long List Meeting</td>
<td>w/c 18 September 2017</td>
</tr>
<tr>
<td>Preliminary interviews with Russell Reynolds</td>
<td>w/c 25 September 2017 and w/c 2 October 2017</td>
</tr>
<tr>
<td>Short List meeting</td>
<td>w/c 9 October 2017</td>
</tr>
<tr>
<td>Assessments</td>
<td>w/c 16 October 2017 and w/c 23 October 2017</td>
</tr>
<tr>
<td>Pre-interview discussions with Stephen Lovegrove and General Sir Chris Deverell</td>
<td>w/c 16 October 2017 and w/c 23 October 2017</td>
</tr>
<tr>
<td>Interviews</td>
<td>w/c 30 October 2017</td>
</tr>
</tbody>
</table>

The staff engagement exercise and interview will take place in MOD Main Building, Whitehall, London SW1A 2HB.

You are asked to note the above timetable, exercising flexibility throughout the recruitment and selection process. Please note it may not be possible to offer alternative dates for either the assessments or interview.
## Terms, Conditions & Benefits

<table>
<thead>
<tr>
<th>Eligibility</th>
<th>This post is advertised to suitably qualified people in the external market, and to existing Civil Servants and those in accredited Non-Departmental Public Bodies. This is a reserved post and you must be a UK National in order to be eligible to apply.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appointment term</td>
<td>Permanent</td>
</tr>
<tr>
<td>Working arrangements</td>
<td>This is a full time role. Flexible working arrangements (including job-share arrangements) may be possible but will need to be agreed with the Department to ensure business needs can be met.</td>
</tr>
<tr>
<td>Salary Range</td>
<td>The post is at Senior Civil Service Pay Band 3 (SCS3) level. Being mindful of the scrutiny on public sector pay, external candidates should note that their salary on appointment will <strong>not exceed £180,000 per annum</strong>. In addition there will be the opportunity to earn performance related bonuses. Salary and terms of appointment for an existing Civil Servant will be in line with the normal Civil Service pay rules.</td>
</tr>
<tr>
<td>Annual Pay Awards</td>
<td>Annual pay awards are made in line with current SCS performance-related pay arrangements.</td>
</tr>
<tr>
<td>Location</td>
<td>London. Some travel may be required. Relocation costs will not be reimbursed.</td>
</tr>
<tr>
<td>Security Clearance</td>
<td>Before the appointment of the successful candidate can be confirmed, the Department will undertake background security checks. As part of this we will need to confirm your identity, employment history over the past three years (or course details if you were in education), nationality and immigration status and criminal record (unspent convictions only). The successful candidate must hold security clearance and be willing to obtain <strong>Developed Vetting (DV)</strong> clearance level before taking up post. Further information about what this involves can be found at: <a href="https://www.gov.uk/guidance/security-vetting-and-clearance">https://www.gov.uk/guidance/security-vetting-and-clearance</a></td>
</tr>
</tbody>
</table>
| **Reserved for UK Nationals** | Certain posts, notably those concerned with security and intelligence, might be reserved for UK Nationals, but this will not normally prevent access to a wide range of developmental opportunities within the Civil Service.  

**This is a reserved post.** |
|---|---|
| **Conflicts of Interest** | Candidates must note the requirement to declare any interests they may have that might cause questions to be raised about their approach to the business of the Department. They are required to declare any relevant business interests, share holdings, positions of authority, retainers, consultancy arrangements or other connections with commercial, public or voluntary bodies, both for themselves and for their spouses/partners.  

The successful candidate will be required to give up any conflicting interests and his/her other business and financial interests may be published.  

If you believe you may have a conflict of interest, please contact Russell Reynolds Associates before submitting your application. |
| **Equality and Diversity** | The Department is committed to being an equal opportunities employer. We value and welcome diversity. We aim to develop all our staff to enable them to make a full contribution to meeting the Department’s objectives, and to fulfil their own potential on merit. We will not tolerate harassment or other unfair discrimination on grounds of sex, marital status, race, colour, nationality, ethnic origin, disability, age, religion or sexual orientation. We will promote and support the use of a range of flexible working patterns to enable staff to balance home and work responsibilities; and we will treat people fairly irrespective of their working arrangements.  

Under the terms of 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. We are therefore committed to meeting, wherever possible, any needs you specify in your application. We will also consider any reasonable adjustments under the terms of the Act to enable any applicant with a disability (as defined under the Act) to |
meet the requirements of the post.

The Department is a member of the “Disability Confident Scheme” showing it is an employer which has a positive attitude towards applications from disabled people. The Department also offers a Guaranteed Interview Scheme (GIS) for disabled applicants. We are committed to interviewing applicants with a disability who provide evidence of meeting the minimum requirements necessary for the post, as set out in this applicant pack.

To be eligible, your disability must be within the definition laid down in the Equality Act 2010. A disabled person is defined by the Equality Act 2010 as someone who has a physical or mental impairment, which has a substantial and long-term adverse effect on their ability to perform normal day-to-day activities. For the purposes of this policy, these words have the following meanings:

- ‘substantial’ means more than minor or trivial
- ‘long-term’ means that the effect of the impairment has lasted, or is likely to last, 12 months (there are special rules covering recurring or fluctuating conditions)
- ‘normal day-to-day activities’ include everyday things like eating, washing, walking and going shopping.

Should you consider yourself eligible to apply for this post under this scheme, please complete the Guaranteed Interview Scheme form and submit with your application.

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**Modernised Terms and Conditions**

Civil Servants taking up appointment on promotion will adopt the modernised Senior Civil Service terms and conditions which came in to effect from 1 July 2013.

Existing Civil Servants appointed on level transfer will retain their existing terms and conditions.

**Civil Service Code**

All civil servants are subject to the provisions of the Civil Service Code that details the Civil Service values, standards of behaviour and rights and responsibilities. For further information visit [Gov.UK](https://www.gov.uk).