

JOB SPECIFICATION TEMPLATE

Profile of Position: UCM SO2 ASSURANCE|2119453

Position Details

Rank	OF3	Org. Unit	UKStratCom HQ	UIN	D5557D
Upper Lower Rank		Org. Type	STAFF HQ	Exchange With	
Service (Job)	RN	TLB	B00	Location	NORTHWOOD (SANDY LANE)
Start Date for Position	26-Jan-2021	Proposed End Date for Position		Workforce Requirement Driving	Yes
Hiring Status	Active	Position Status	Valid	Position Type	Shared
Person Category	RN Reg	Position Status EIT	Valid	Service Option	Single Service
Domain	Common	Career Field	Personnel	Sub Career Field	Not Specified
Talent Management		Tour Length	3 years	Handover	
Type of Operation		Operation Name		Operation PID	
Hierarchy Parent 1	UCM Policy Manager 2092447	Hierarchy Parent 2	UCM Team Leader 2121878	Hierarchy Parent 3	Dep Dir HR 2114383
Incumbent	LARKIN, JOHN GEORGE D239621J	Incumbent Future Availability Date	30-Jun-2022	Environment	Military & Civilian
Minimum Medical Standard	MND	Child Positions		Preferred Gender	

Career Management and Rotational Information

Position CM Desk	Service (CM)	Applicable From	Applicable To
RN CM CAPPS2	RN	26-Jan-2021	31-Dec-4712
Branch/Arm/Group	Main Trade	Sub Regt/Corp	
RN WELRM (OF)	N/A	N/A	

Alternative Branch or Trade

Alternative 1	Alternative 2	Alternative 3

Specialist Pay

Specialist Pay 1	Specialist Pay 2	Specialist Pay 3	Specialist Pay 4	Specialist Pay 5

Unit & Position Role

Unit Function	Strategic Command develops, generates, operates, integrates unique and pan-Defence capabilities to maintain operational and strategic advantage.
Position Role	SO2 Assurance – Lead for assurance of UCM Cell functions

Responsibilities

Deputise for the SO1 in their absence.
Develop and execute UCM Assurance Plan
Liaise with external stakeholders for 2 nd /3 rd Lines of Assurance
Monitor and report on improvement plans to rectify identified areas for improvement

Maintain UCM Lessons Database
Act as Line Manager for Assurance AO
Submit all supporting documentation and Staff work.
Produce timely updates to the CoC and react to short notice requests.

Competence Requirements

Competence - Full Name	Proficiency Level	Essential	Acquired
NSV Security Security Check Joint No		Y	N

Pre-Employment Training

Pre-Employment Training 1	Pre-Employment Training 1 Priority	Pre-Employment Training 2	Pre-Employment Training 2 Priority	Pre-Employment Training 3	Pre-Employment Training 3 Priority

Local Considerations

Domestic
As a Full Commitment role, a successful applicant will be entitled to standard allowances and accommodation, opening it to personnel not living in the Northwood area. This role is largely based on remote working, with up to 2 days/week in office (although likely to be lower). There may be an occasional requirement to attend meetings in other locations including, but not limited to, London, Glasgow, High Wycombe and Portsmouth.
Employer Comments
UCM Cell Role: Within UKStratCom HQ, the UCM Cell conducts the workforce management functions for personnel in cadres that are administered under UCM, including Workforce Planning, Career Management and Capability Management. There are no medical constraints on deployability, provided the successful applicant can travel to Northwood for face-to-face meetings. Career Management experience is desirable, but not essential