

JOB SPECIFICATION TEMPLATE

Profile of Position: SO2 IMDCC Operations

[For Army & RAF posts only] SLIM No:

Position Details

Rank	OF3	Org. Unit	SO2 Ops (MD4IA)	UIN	D4800C
Upper Lower Rank		Org. Type	REGULAR ORG	Exchange With	
Service (Job)	Any	TLB	B00	Location	RAF Digby
Start Date for Position	1 Oct 22	Proposed End Date for Position	1 Oct 25	Liability Driving	
Hiring Status	Active	Position Status	Valid	Position Type	Shared
Person Category	FTRS LC	Position Status EIT		Service Option	Single Service
Domain		Not Specified	Sub Career Field	Not Specified	Not Specified
Talent Management		Tour Length	24	Handover	
Type of Operation		Operation Name		Operation PID	
Hierarchy Parent 1	MD4IA Program Director 2135992	Hierarchy Parent 2	COMD JCG 2024603	Hierarchy Parent 3	
Incumbent		Incumbent Future Availability Date		Environment	Tri-Service
Minimum Medical Standard		Child Positions		Preferred Gender	

Career Management and Rotational Information

Position CM Desk	Service (CM)	Applicable From	Applicable To
Branch/Arm/Group	Main Trade	Sub Regt/Corp	
Any	Any	Any	

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	Coordinate Electronic Warfare (EW) technical support demands to data users and front-line operators of mission dependant data systems. Also including the prioritisation of data analysis to meet the demands of the mission data production centres.
Position Role	You will lead, guide and influence stakeholders and teams using effective communication, and implementation of project management aligned to the agreed delivery strategy mandate. This is an outward-facing role requiring effective leadership and stakeholder engagement together with well-developed collaborative working practices and processes. The work will be wide-ranging, challenging and you will have the chance to shape decisions that will have significant strategic influence on the business and our customer's requirements and business.

Responsibilities

<ul style="list-style-type: none"> • Experience in Programme / Project office organisation and in defining, managing and delivering complex projects.
<ul style="list-style-type: none"> • Recent experience of working within the Ministry of Defence, Public Sector, IT or Infrastructure programmes.
<ul style="list-style-type: none"> • Understand the classification and protection of classified information and materials.
<ul style="list-style-type: none"> • Leadership of policy reviews on projects of increasing size and complexity and in the delivery of major business and change management solutions.
<ul style="list-style-type: none"> • Working with others to design and develop technical learning and development interventions, ensuring a creative and engaging solution that meets the needs of the customer's requirements, Programme business and increases the capability of our individuals.
<ul style="list-style-type: none"> • Managing Programme governance and controls appropriate to the complexities of the MD4IA Programme and making sure that all the project deliverables adhere to the agreed governance and risk frameworks.
<ul style="list-style-type: none"> • Building, managing and maintaining key relationships with stakeholders across all levels, influencing and leveraging those relationships as necessary.
<ul style="list-style-type: none"> • Coaching and upskilling project stakeholders on Agile ways of working.
<ul style="list-style-type: none"> • Flexibility in adapting to emerging customer requirements and feedback. Conducting background research, data collection and benchmarking to ensure achieving customer requirements.
<ul style="list-style-type: none"> • Demonstrable effective communication, negotiation and influencing skills to all internal and external stakeholders and Programme board members.
<ul style="list-style-type: none"> • Conduct liaison with Intelligence Mission Data (IMD) and Mission Data (MD) customer and provider organisations, including end users, DI, sS and PAG, to identify, track and identify implementation plans to support developing and future requirements that will require support from Intelligence Mission Data Coordination Cell (IMDCC) functions.
<ul style="list-style-type: none"> • Flexible approach to additional requirements as assigned by the Programme Director.

Competence Requirements

Competence - Full Name	Proficiency Level	Essential	Acquired
NSV Security Developed Vetting Joint No		Y	
NSV Security STRAP/TK Joint No		Y	

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
The SP will be expected to travel to meetings and conventions in the mainly in the UK. On occasion, there may be a requirement for travel to NATO and 5-Eyes countries for meetings.
Employer Comments
<p>Desirable:</p> <ul style="list-style-type: none"> • Consultancy experience is desirable. • Experience in Defence. • Security Clearance (DV) • Full member of APM is desirable. • APM Practitioner is desirable. • PMP Professional is desirable. • Agile Practitioner is highly desirable. <p>Must be able to prioritise, provide timely advice and facilitate prioritisation matters with an operational output focus, while maintaining a strategic overview across, all Domains.</p> <p>Able to negotiate, lead and agree solutions with a variety of agencies and partners.</p> <p>Able to negotiate, lead and agree solutions with a variety of agencies and partners.</p> <p>Effective communicator and the ability to build and maintain relationships across the single Services and PAG, enabling articulation of end user requirements to wider Defence.</p> <p>The SP will be required to attend meeting and conventions and spend up to 30 days away from the office.</p>

SECURITY CLASSIFICATION (Official)