



Marine
Management
Organisation



Candidate Pack

Director of Digital and Analysis

...ambitious for our seas and coasts





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Our Vision

A prosperous future for our seas, coasts and communities

We must protect and enhance nature and our seas and use them wisely for the benefit of society and the economy – we need to deliver win-win outcomes, with a thriving environment supporting a thriving economy”

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Our Mission

As England's marine manager, we protect and develop our seas, coasts and communities for the benefit of generations to come

"As our name says – we are here to manage our marine environment and we want to manage it well for the future"

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WELCOME

The Marine Management Organisation (MMO) is an executive non-departmental public body of the [Department for Environment, Food and Rural Affairs](#).

We are the independent regulator for England's seas, professionally delivering service-focussed outcomes for our customers. We have reframed each of our services to signal our commitment to service-focus and outcomes:

- Enabling sustainable marine development
- Delivering sustainable fishing opportunities
- Protecting marine habitats and wildlife
- Administering marine support funds
- Providing regulatory support and assurance
- Supporting global marine protection

More information about our work is on the [GOV.UK website](#).



“The Marine Management Organisation delivers professional, expert, valued services and support for our marine environment and for those who use it.”

We are committed to being a top place to work – focussed on colleague engagement and respect; shared values; personal wellbeing; individual and collective diversity; and professional personal development.”

Tom McCormack, CEO

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MMO Values

Our expectation is that everyone will live by them and will hold each other accountable for doing so:

- **Inclusive:** we promote an inclusive environment that allows everyone to be their best. We promote and support wellbeing, diversity and equality of opportunity for all.
- **Innovative:** we look for better ways, being innovative in our thinking in order to adapt how we use our resources to do the best we can for our customers.
- **Accountable:** we take ownership of issues and make confident decisions which are informed by robust evidence. We are honest, transparent and fair.
- **Engaging:** we are collaborative, working as one organisation with each other and our stakeholders to get the job done.

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About the Work Area

This is a really exciting time to join the Marine Management Organisation. We have published the MMO Story, setting out our ambitions for our seas both in England and globally. We are intent on becoming an evidence and data-driven organisation and the Director of Digital and Analysis will be a critical part of that, focusing on the evidence, data and information we gather and utilising it to inform our decisions and shape our services.

The Director of Digital and Analysis is part of the Executive Leadership Team (ELT) and is a critical part of the MMO achieving its objectives and shaping the organisation as a whole. The role also works with Defra and other government departments and across a political landscape. The Director of Digital and Analysis leads teams of experts in four key areas:

Evidence and Evaluation Team is responsible for delivery and ownership of a wide-ranging portfolio of cross-programme information delivery, as well as engaging and managing evidence suppliers and influencing national production of marine science and social science.

Statistics and Analysis Team is headed by the Chief Statistician and is responsible for the delivery of statistical and analytical services within the MMO and additionally to Defra on fisheries.

Digital and IT Service Function is responsible for delivery and ownership of a wide-ranging portfolio of cross programme digital / IT services at varying delivery stages, as well as management of IT suppliers, IT change and management of the fisheries IT estate.

Data, technology and Innovation Function develops and maintains the MMO technology roadmap, including plans for remediation of legacy technology through to development of new capabilities.

This role also has responsibilities for our **IT services**.

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Structure

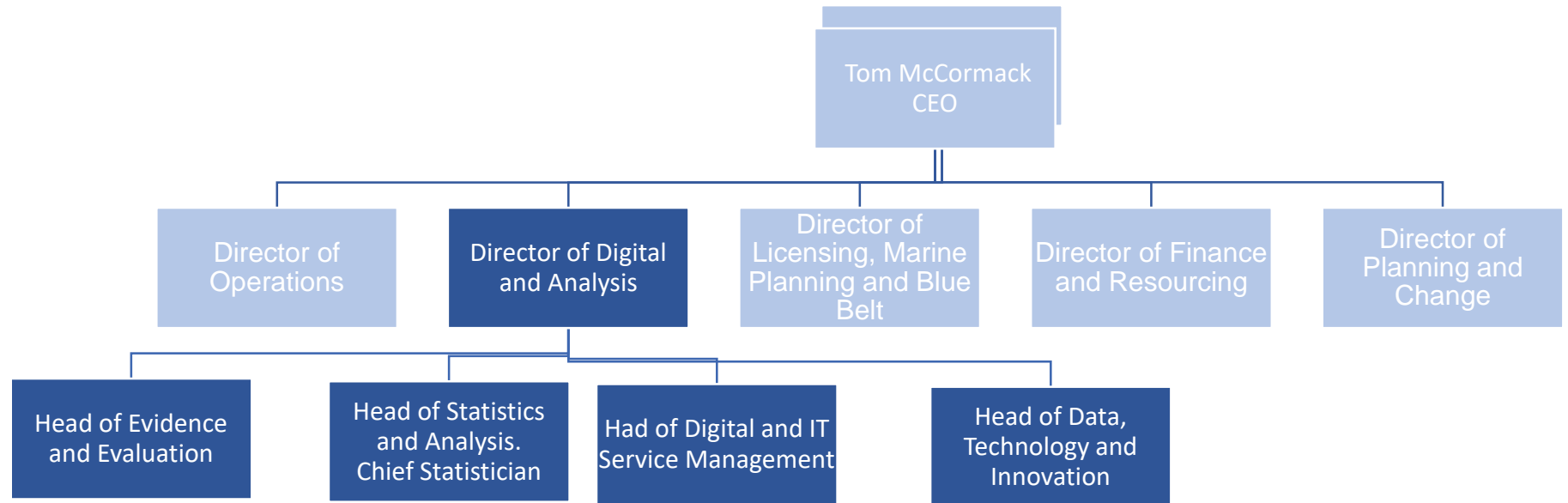
Job Title: Director of Digital and Analysis

Grade: SCS1

Location: National

Vacancy Reference:
TBC

**Salary: £70000 -
£90000**



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Main Duties and Accountabilities

Job Title: Director of Digital and Analysis

Grade: SCS1

Location: National

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This role is a critical part of the MMO's ambition to become a data-driven organisation.

You will lead the MMO's focus and understanding on the data, evidence and information that we gather and use it to inform our decisions and to shape the future direction of our service provision for our customers. A thought leader, you'll be a passionate innovator and moderniser with proven senior leadership of successful digital service development and delivery.

You'll work across the MMO at Director-level, leading internal change and supporting existing marine services and systems to ensure that they are fit for purpose and using 'digital by default' to further support the customer offering.

You will lead a team of experts in evidence, statistics and IT to shape MMO services and across a complex and political landscape with Defra and wider Other Government Departments. You'll build on the existing skills in your team with capabilities in social and behavioural science. You'll have a focus on measuring effectiveness to drive improvement where it's needed. You'll be a proponent of inter-disciplinary working, using your vision to enthuse those around you.

You'll help others understand your role and the role and objectives of your directorate by translating complex information for a wide and often senior-level audience.

You'll prioritise competing needs and have the diplomacy to foster understanding about the strategic direction of data.

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Role Criteria

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Role Criteria

Essential:

- Proven significant senior leadership of successful evidence service delivery and high-quality analytical services which maximise opportunities offered by science and innovation.
- Proven experience working in a data, evidence and information space.
- Proven senior leadership of digital service development and delivery ideally in the context of Government Digital Service (GDS) requirements
- Strong leadership, team building and people leadership skills, managing multi-disciplinary teams in a fast-paced environment.
- Excellent communication skills, both oral and written, and the ability to explain and present issues in a clear, structured, objective and personable manner.

Desirable:

- Experience of developing and delivering inter-disciplinary research programmes and building collaborations and networks with research institutes and academia
- Experience of evaluation research, including the methodologies laid down in the Magenta book
- Capability to confidently lead the Technical Design Authority function in MMO
- Knowledge and experience of leading IT development
- Demonstrable experience of procuring services and of leading teams responsible for managing relationships with suppliers within defined budgets

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See all at Full Job Description

Desirable Criteria and Competency Profile

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Behaviours

The following behaviours have been identified as relevant to this role. A full explanation of each behaviour, including behavioural indicators, can be found in the Civil Service Behavioural Framework. Reference should be made to the level related to this grade

Behaviours	Level 6
Seeing the big picture	Level 6
Leadership	Level 6
Delivering at Pace	Level 6
Communicating and Influencing	Level 6

Competencies:

The Civil Service competency framework can be found [here](#)

How to Apply

All of our jobs are advertised on the [Civil Service Jobs website](#).

You must download and complete a copy of the MMO CV Template as part of your application. This should then be attached to your application.

Please note:- Your application will not be sifted if you do not use the standard MMO CV Template.

Once the vacancy has closed, you will be emailed a unique link to enable you to complete the Civil Service Judgement Test. You will have 5 days to complete the test. The Civil Service Judgement Test (CSJT) is an online situational judgement test. It measures your ability to demonstrate specific behaviours underpinning the Civil Service Competency Framework (CSCF) that are relevant for the job you are applying for.

Sift

Applications will be sifted using your Civil Service Judgement Test score and your CV to establish whether you meet the essential criteria.

Please note:- Feedback will not be given at sift stage.

Interviews

The interview structure will look to test experience and behaviours by way of presentation, competency and behavioural questions, and technical questions. The interview will also be supported by a colleague panel where candidates will be asked about their leadership values.

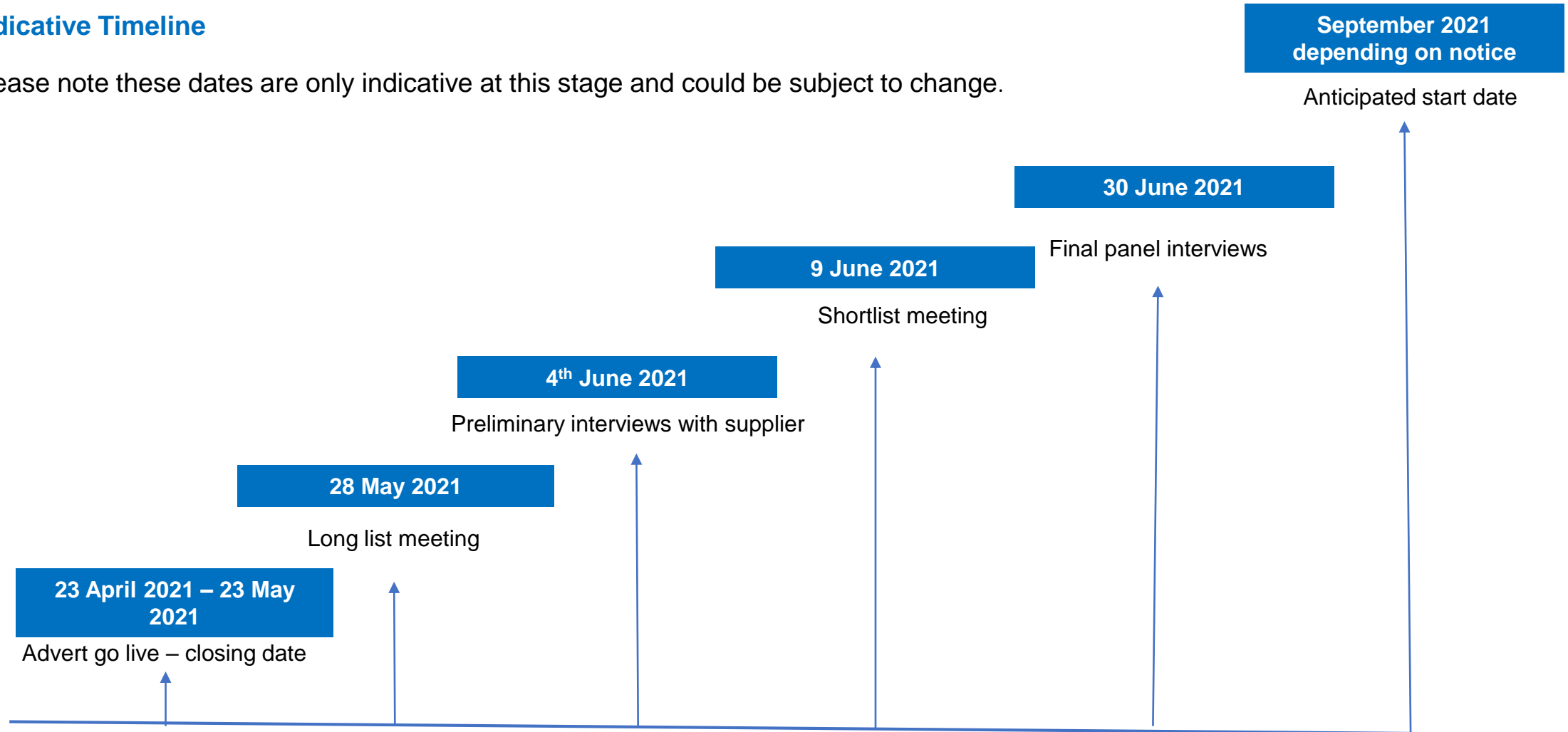
Further Information

If you have any questions about applying for this role please contact gill.stephenson@marinemanagement.org.uk

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Indicative Timeline

Please note these dates are only indicative at this stage and could be subject to change.



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Appointment Type: Permanent

Location: National

Working Arrangements: Full time, Part time, flexible working arrangements.

With competitive maternity, paternity and parental leave we also recognise the importance of a good work-life balance and offer flexible working and a family friendly approach to work.

Salary Range: **New entrants** to the MMO will start on the salary band minimum.
Candidates applying from other government departments for a role at their current substantive grade may have their salary matched providing it falls within the MMO pay band.
Candidates applying from other government departments on promotion will start on the band minimum.

There is no pay progression within the bands.

Pension: Your pension is a valuable part of your total reward package where:

- The employer makes a significant contribution to the cost of your pension.
- Your contributions come out of your salary before any tax is taken. This means, if you pay tax, your take-home pay will not be reduced by the full amount of your contribution; and
- Your pension will continue to provide valuable benefits for you and your family if you are too ill to continue to work or die before you retire. For more information, visit www.civilservicepensionscheme.org.uk.

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Leave Allowance:

30 days (pro-rated for part time staff), 10 and a half day's public and privilege holidays and flexible working.

Training and Development:

We are committed to investing in our staff and offer a range of work based training and qualifications, coaching and mentoring opportunities and a guaranteed five days of learning a year.

Tax Free Childcare:

Any move to the Marine Management Organisation from another employer will mean you can no longer access childcare vouchers. This includes moves between government departments. You may however be eligible for other government schemes, including Tax-Free Childcare. Determine your eligibility at <https://www.childcarechoices.gov.uk/>."

Other Benefits:

- Cycle to work scheme
- Defra discount scheme
- 3 days paid volunteering per year
- Sick pay
- Special leave
- Salary advances
- Interest free season ticket and bicycle loans
- Employee Assistance Programme
- Eye care
- Trade Unions
- Some sites also offer onsite facilities including fitness centres and staff canteens.

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Eligibility:

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.

Nationality:

All jobs listed in our current vacancies are open to:

- EC nationals
- Members of the Commonwealth, European Economic Area (EEA) and certain non-EEA family members
- Candidates from the Commonwealth must be free from any restrictions to reside and take up employment in the UK.

As part of our selection process, successful candidates will be asked to provide, in confidence, evidence of entitlement to work in the UK and to provide references for your character and health. We will usually ask for documentary evidence of your nationality and other personal details to enable us to start taking up references, health and security clearance checks. We will tell you what you need to bring with you if you are invited to attend an assessment centre.

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Security Clearance:

Pre-employment checks will be undertaken in accordance with the HM Government Baseline Personnel Security Standard (BPSS). The BPSS comprises verification of four main elements:

- Identity
- employment history for the last three years
- nationality and immigration status, including the right to work
- criminal records check for unspent convictions also known as a Disclosure and Barring Service (DBS) checks.

In some circumstances enhanced checks may also be required however candidates will be advised if this is the case.

Additionally, successful candidates are required to give a reasonable account of any significant periods (six months or more in the past three years) of time spent abroad.

The DBS checks are designed to provide clarity on any unspent convictions and therefore the provisions of the Rehabilitation of Offenders Act (1974) apply

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Equality and Diversity:

The Marine Management Organisation 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.

We offer a Guaranteed Interview Scheme for people with disabilities (as defined by the Equality Act 2010) who meet the minimum criteria for appointment.

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