

Director of Channel Islands Computer Emergency Response Team (CERT)

Department: Office of the Chief Executive

Division: Financial Services and Digital Economy

Reports to: Joint CERT Board (with representation from both Guernsey and Jersey governments)

JE Reference: OCE1001

Grade: 15

Job purpose

Establish and run a Channel Islands Computer Emergency Response Team (CERT) to maintain and strengthen the international reputation of the Channel Islands as a safe place to live and to do business online.

Build effective partnerships with senior stakeholders in the UK, Europe and internationally and represent the interests of the Channel Islands internationally to enhance the reputation of the Channel Islands with relation to cyber security.

Through the strategic leadership of the CERT increase the level of cyber resilience across the islands' critical national infrastructure and business communities and reduce the risk and impact of major cyber incidents in the bailiwicks of Guernsey and Jersey.

Job specific outcomes

Establish and lead a pioneering Channel Islands Computer Emergency Response Team (CERT) that is responsible for minimising cyber security risk and strengthening resilience across all of the Channel Islands. In this capacity, the postholder is responsible for mitigating the potential economic and financial consequences of serious breaches in cyber security across the Islands that could amount to hundreds of millions of pounds.

Be accountable for defining and delivering the outcomes required by the CERT, ensuring that robust governance structures and programme management frameworks are in place to deliver programmes of work to agreed measures in relation to time, cost and quality and that benefits are monitored and achieved.

Be accountable for the finances of the Joint CERT including all costs, securing funding where necessary and commissioning projects and external consultancy support, to ensure efficient and effective use of resources.

Collaborate with board-level senior executives across the private and public sector to build the cyber capability of organisations across the Channel Islands, and lead the cyber security profession across the Islands.

Manage the finances of the Joint CERT including all costs, securing funding where necessary and commissioning projects and external consultancy support, to ensure efficient and effective use of resources.

Represent the Bailiwicks of Guernsey and Jersey internationally, ensuring the Channel Islands meet appropriate international standards of best practice in cyber security and maintain and strengthen the Islands' international reputations

Operate in a highly autonomous way to solve complex problems by working through issues and utilising extensive knowledge of the threat landscape, relevant legislation, regulations and international standards to provide advice, guidance and decisions often of a critical nature and in a context of inconsistent or incomplete information.

Direct the day-to-day operations of the CERT on behalf of, and accountable to the Government of Guernsey and the Government of Jersey, via the Joint CERT Board. This includes the delivery of a strategic plan and annual reports for the Joint CERT Board, various panels and other stakeholders to demonstrate the effectiveness of the work of the CERT.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

This role is politically restricted. The job holder is not permitted to undertake political activity involving standing for election to the Government or as a Parish Constable, or publicly supporting someone who is standing for election or playing a public part in any political manner.

Organisational structure



Person Specification

Specific to the role

ATTRIBUTES	ESSENTIAL	DESIRABLE
Qualifications <i>Please state the level of education and professional qualifications and / or</i>	Educated to degree level. A post-graduate qualification in Cyber Security.	

<p><i>specific occupational training required.</i></p>		
<p>Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	<p>Due to the high profile of this post, the post-holder is expected to possess an appropriate and internationally recognised level of expertise in order to deal with a wide range of professionals with authority, and credibility both nationally and internationally in this rapidly changing area</p> <p>Expert understanding of key developments in Cyber Security, the digital industry and the technology landscape</p> <p>Expert awareness of the risks posed Government, the critical national infrastructure Industry</p> <p>Understanding of international developments and their impact on the Channel Islands.</p> <p>Awareness of and sensitivity to, the political implications of technological developments and professional and managerial decisions</p>	
<p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>	<p>Ability to operate in a sensitive arena and to be awarded an appropriate level of security clearances. High level of report-writing, public speaking and communications skills.</p> <p>Cyber Security technical expertise.</p> <p>Able to demonstrate a wide range of information technology skills i.e. an ability to effectively use IT equipment and role critical software</p> <p>Ability to understand complex technical cyber security matters and effectively and persuasively communicate them to a senior audience.</p>	
<p>General Skills/Attributes <i>This relates to more general characteristics required to do the job effectively, e.g. effective written</i></p>	<p>A track record of strong analytical and problem-solving skills. The ability to apply sound judgement too often complex matters, ensuring balanced decisions proportionate to the scale</p>	

<p><i>communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>and level of the problem is essential to this role.</p> <p>Excellent communication, advocacy, presentation, influencing and negotiating skills.</p> <p>High level written and verbal presentation skills, with the ability to make difficult and unfamiliar material understandable is essential. The post holder will have the ability to present sometimes quite complex legal and technical scenarios in plain language that can be understood by non-specialists including members of the general public.</p> <p>Ability to influence and build consensus at a senior level</p> <p>Ability to work across organisational boundaries in a complex, multi-faceted, organisation.</p> <p>The post-holder is expected to keep abreast of and contribute to, new developments at local, national and international levels. It is, therefore, essential that the post-holder can maintain appropriate networks and speak with authority to fellow professionals at all levels, world-wide.</p> <p>A breadth of outlook and political sensitivity are necessary to establish effective working relationships at all levels, and an appreciation of the possible political impact and context of any decisions or statements that may be made is essential.</p>	
<p>Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for</i></p>	<p>Substantial experience of having operated at a senior organisational level within one of more of government, critical national infrastructure provider, regulator and/or private sector company.</p> <p>Experience of process design and implementation.</p> <p>Experience of assessing and forming recommendations on complex</p>	

<p><i>example a period of post-qualification experience).</i></p>	<p>commercial, legislative and regulatory issues.</p> <p>Proven experience of successful policy and strategy formulation and review.</p> <p>Prior experience of leading and managing a team of specialist staff with an ability to demonstrate success in delivering through / with others.</p> <p>Experience of delivering complex projects within the public and private sector.</p> <p>Extensive background in digital policy and strategy.</p> <p>Experience of undertaking Cyber Security work in multi-disciplined environments.</p> <p>Experience of providing strategic Cyber Security advice directly to key stakeholders</p> <p>Experience of reporting into company board and/or Ministerial level.</p> <p>Experience of representing an organisation, authority or government at an international level on cyber security matters.</p> <p>Experience of working at a National CERT at a senior level</p>	
---	--	--

Core Accountabilities, Attributes and Behaviour Indicators

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the Government of Jersey Tier 2 core accountabilities, attributes and behaviour indicators

Generic to senior leaders

Demonstrate significant experience of working in a senior role in a political environment and evidence of the ability to challenge and negotiate with a wide range of stakeholders.

Demonstrate knowledge and understanding of the challenges that the States of Jersey faces, matched with an understanding of the policy and governance requirements for the department accountabilities within the role.

Demonstrate a proactive, credible and authoritative voice on behalf of the Island with evidence of successful lobbying of senior government figures and counterparts, and other influential stakeholders.

Ability to build and develop strategic relationships, influencing and negotiating with a wide range of stakeholders and partners to achieve outcomes.

Demonstrable track record of leading, motivating and managing teams to achieve high performing and significant sustainable service improvements and outstanding results, within agreed budgets to meet agreed targets and strategic objectives, within an organisation of a comparable scope and complexity.

Experience of developing and sustaining a culture that meets the needs of and engages with customers and staff within an inclusive, open and high-performing environment.

Demonstrable evidence of applying creative and business-like approaches to managing demand for services to deliver cost effective and efficient outcomes.

Demonstrate the capability and capacity for critical thinking and ability to apply this insight in a practical and engaging manner.

Qualified to degree level or equivalent qualification or relevant experience.

This next section is for Job Evaluation purposes only (Please remove everything below this point when using the JD elsewhere e.g. for recruitment / consultation purposes)