



Ministry
of Defence



Director Regional Delivery Ministry of Defence SCS Pay Band 2

Reference: GSe102145

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Introduction

Thank you for your interest in this exciting opportunity.

I am pleased to advertise an exciting and challenging role within the MOD's Defence Infrastructure Organisation (DIO) as the Director Regional Delivery.

This is among the biggest and most diverse Facilities Management roles in Europe. It covers sites across the United Kingdom and overseas. It involves a broad range of assets and services from living accommodation and offices to highly specialist operational facilities, including direct management of the training estate.

DIO enables Defence people to live, work, train and deploy at home and overseas. As one of the largest landowners in the UK (c.2% of UK landmass), we manage assets worth £28bn, with an annual budget of £3.3bn. **The role works closely with the UK military and also US forces based in the UK. The provision of infrastructure and services such as catering and cleaning mean this role is truly integrated as a core enabler of military capability.**

Our overall aim is to provide a One Team approach, offer Excellent Advice and Outstanding Delivery. We have a number of strategic responses focussed on investing in our people, streamlining our processes, improving our delivery and embracing sustainability, digital approaches and asset management at the core of everything we do.

This post is a key enabler for getting business done at the strategic level. As a full member of the Senior Leadership Team, you will support me in the delivery of our objectives by providing a strategic perspective on government activities and informed advice on key decisions. You will work with and be supported by a talented pool of people, and you need to be passionate about developing the potential of others to deliver a first-class service.

DIO is an interesting place to work, with an excellent set of colleagues providing a great blend of skills, experience and expertise. Key priorities for the organisation include: to develop and operate a strategic and advisory function that enables Front Line Commands to invest wisely in the entire Defence Estate; change how DIO contracts with the market to be amongst the best and most innovative public sector procurers; and build the expertise and performance of the Civil Service workforce.

Reporting to me directly, you will support me in providing support, direction and assurance to the Defence Infrastructure Organisation Board, the MOD and the Front-Line Commands for whom we provide a service.

If you're interested in becoming a world class leader, developing your career with us – starting with this interesting and challenging role – or doing things differently and inspiring colleagues, then the Ministry of Defence is the place for you.

This is a truly exciting time to join our team and I look forward to receiving your application.

Best wishes
David Brewer
Chief Operating Officer



Introduction

About Defence Infrastructure Organisation (DIO)

- DIO is responsible for all acquisition, disposal and allocation of assets, and the construction and maintenance of estate infrastructure in the UK and abroad. We play a vital role in supporting our armed forces by building, maintaining and servicing the infrastructure needed to support Defence, providing the armed forces and their families with a fit for purpose estate that includes accommodation.
- DIO employs approximately 4,500 staff from a very diverse range of professions, working across the world: in for example Germany, Cyprus, Falkland Islands, Gibraltar, Canada, Kenya & Belize.
- The MOD estate is one of the most diverse and complex estates in Government. In the DIO, it is Regional Delivery that delivers Facilities Management services to customers across the estate. That includes routine repair or reactive maintenance, refurbishment and servicing to over 45,000 buildings in the UK and overseas: as well as catering, retail and leisure services.
- In addition, Regional Delivery provides a safe place to train across the UK and overseas training estates. We also ensure that MOD's utilities are supplied and paid for. So it's an at scale operation with geographically dispersed teams across a range of infrastructure and property disciplines.

The Role

Location

Andover, Lichfield, Catterick, Wyton, Bristol or Rosyth. Location arrangement can be flexible within reason for example, working or being based at other large/main Defence sites within the UK (subject to line manager agreement and site availability/capacity).

Salary

This is an SCS Pay Band 2 role. The successful candidate should expect to earn £120,000 per annum.

Existing Civil Servants on level transfer will retain their existing base salary. Candidates on promotion will have their substantive base salary increased by 10% or start on the minimum of the SCS PB2 scale of £97,000 per annum; whichever is higher.

Contract Type

This role is being offered on a permanent basis. The role is subject to assignment duration for 3 years.

Benefits of Working in the Civil Service

Whatever your role, we take your career and development seriously, and want to enable you to build a successful career with the Ministry of Defence and wider Civil Service. Our [benefits portal](#) has more information.

Security Clearance

Please note that the successful candidate will need to hold, or be prepared to apply for, Security Clearance level. Further details can be found at [United Kingdom Security Vetting: Applicant - GOV.UK \(www.gov.uk\)](#)

The Role

Overall job purpose

- Deliver soft and hard FM services - building, maintaining, and servicing – across the majority of MODs built assets in the UK and overseas; hard and soft FM services across MODs Training Estate, including feeding, accommodation, range bookings, targetry support, management of the rural training estate and tenanted estates; administration of UK and Overseas utility contracts, bill payments, and recoveries; and the management of the USVF Built Estate comprising c.4503 assets.
- Make necessary changes to address new and increasing demands – with new FM contracts bringing in a different contracting model for the estate; customers significantly increasing their infrastructure spend year on year; a drive for proactive asset management and low carbon solutions; and ensuring that MOD infrastructure is reliable, compliant and fit for purpose.
- Lead multidisciplinary teams, including Facility Managers and project managers, working with commercial, finance and Health and safety specialists and estate surveyors; and for ensuring customer focus across a large scale, diverse and technically complex infrastructure portfolio.

The Role

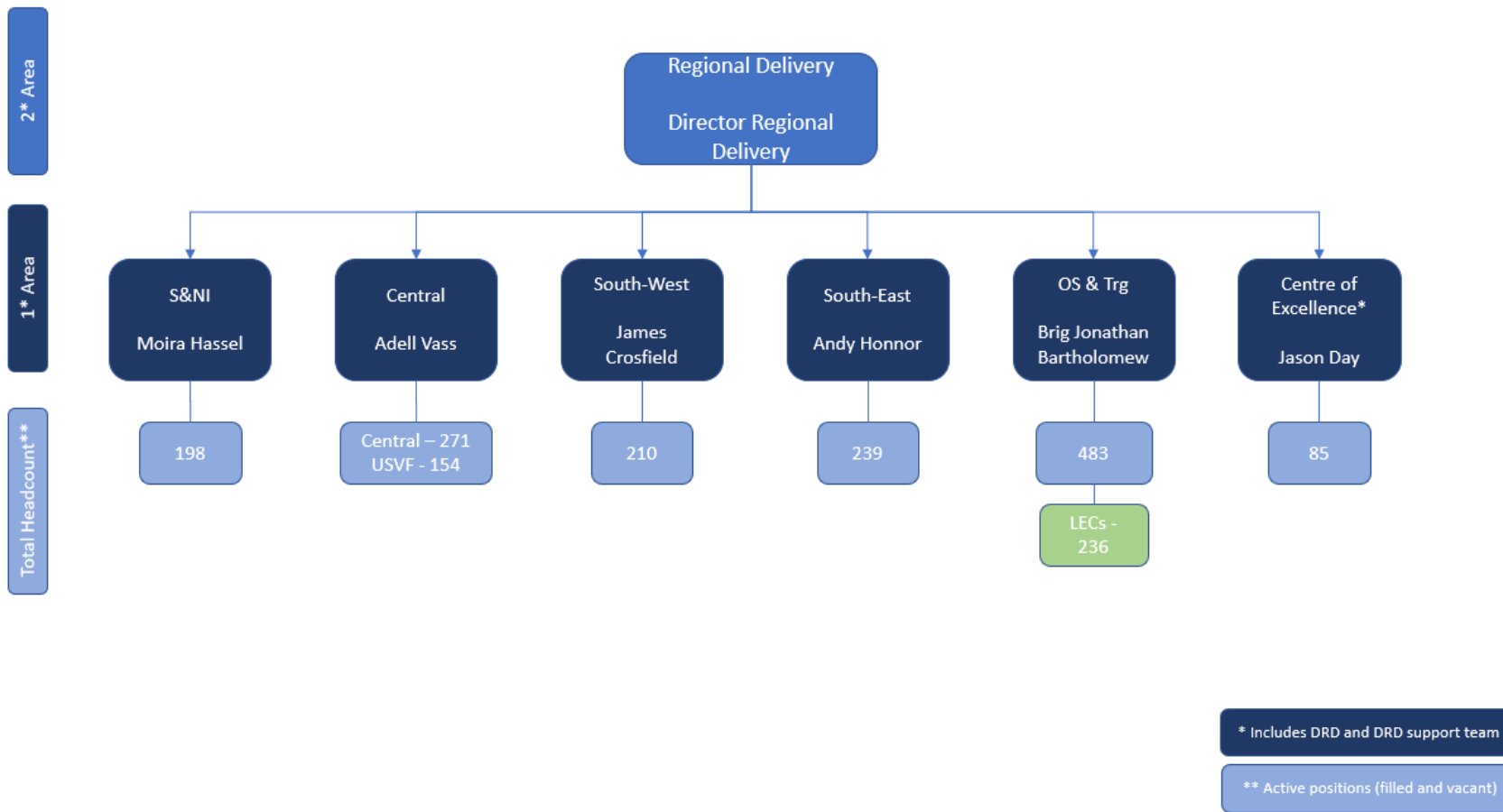
Main Activities

- UK Built Estate Management.** Managing the UK Built Estate comprising c.33,633 assets and associated contracts. Delivering £multi million contracted Hard and Soft FM services, £multi million in year injected works services (repairs, LCR works and new builds). Staff are organised into 4 regional teams in Scotland & Northern Ireland, Central, South East and South West.
- UK Defence Training Estate.** Managing the UK Training Estate comprising c.9000 assets across 173 sites over 150,000 Ha (plus 125,000 Ha leased). Delivering £multi million contracted Hard and Soft FM services and £multi million in year injected works services (repairs, LCR works and new builds) including feeding, accommodation, range bookings, targetry support, management of the rural training estate and tenanted estates; and providing a safe place to train.
- Overseas Defence Training Estate.** Managing the Overseas Training Estate comprising c. 2886 assets across 36 sites over 583,990 Ha delivering £multi million contracted Hard and Soft FM services and £multi million in year injected works services (repairs, LCR works and new builds); and providing a safe place to train.
- Overseas Built Estate.** Managing the Overseas Built Estate across 8 countries comprising c.8103 assets and associated contracts, delivering £multi million contracted Hard and Soft FM services and £multi million in year injected works services (repairs, LCR works and new builds).
- Utility Management UK and Overseas.** Centralised administration of UK and Overseas utility contracts, bill payments, recoveries and provision of consumption data and forecasting. Management of multiple energy contracts and over 100,000 bills processed annually.
- USVF Estate Management.** Managing the USVF Built Estate comprising c.4503 assets and associated contracts. Delivering £multi million contracted Hard and Soft FM services and £multi million in year injected works services (repairs, LCR works and new builds).
- Senior Responsible Officer** for GMPP Future Defence Infrastructure Services Programme for infrastructure contract replacements and **MODs Head of Profession for Infrastructure and Property**

Director Regional Delivery will be directly line managed by the DIO COO Operating Officer. The post holder will have responsibility for a team of circa 1500 staff and annual budget of circa £2.4Bn.

The Role

Organisational Chart and Direct Reports for this role



Person Specification

It is important that in your application you provide evidence and examples of proven experience of these selection criteria. These responses will be developed and discussed with those candidates invited for interview.



The successful candidate must be able to demonstrate their experience and skills against the following essential criteria:

- Experience in successfully leading a large scale multi-million-pound operational infrastructure contracts function, with the ability to build and empower high performing dispersed teams, in a complex and dynamic environment with an engaging adaptable leadership style.
- Experience of operating in an environment that attracts significant political media and stakeholder interest, a high customer focus and an ability to successfully collaborate at all levels; manage important stakeholder groups, both internally and externally.
- Experienced of leading and driving programmes of large-scale organisational change including the use of effective communication and engagement techniques to achieve tangible results.
- Commercially minded with sound business acumen and a strong focus on performance and financial management, with ability to effectively influence asset investment choices.
- Educate, communicate and present on key programmes of work to Defence-wide Senior Governance forums and be prepared to answer questions or brief Ministers and other senior officials across wider Government as required.
- Demonstrable FM and estates experience with the ability to provide professional technical advice and guidance. Act as the authoritative voice on FM service delivery. Hold a relevant property, infrastructure or engineering degree level qualification and professional membership of an industry accrediting body such as RICS, IWFM, ICE or CIBSE.

Application Process

Application

GatenbySanderson, an executive search agency, has been appointed to assist with this appointment. To apply for this post, please visit www.gatenbysanderson.com/job/GSe102145 by no later than 17:00 on Friday 22nd September 2023 and please provide the following documentation:

- A **CV** (no more than 2 pages) setting out your career history, with key responsibilities and achievements. Please ensure you have provided reasons for any gaps within the last two years.
- A **Personal Statement** (no more than 2 pages) explaining how your personal skills, qualities and experience provide evidence of your suitability for the role.

Both documents are weighted equally so it's important to consider this when uploading your application. Failure to submit both documents will mean the panel only have limited information on which to assess your application against the criteria in the person specification.

As part of the online application process, you will be asked a number of diversity-related questions. If you do not wish to provide a declaration on any of the particular characteristics, you will have the option to select 'prefer not to say'. All monitoring data will be treated in the strictest confidence and will not be provided to the selection panel.

The information you provide when submitting your application will help us monitor our progress towards the Civil Service becoming the most inclusive employer. See the [Civil Service Diversity and Inclusion Strategy](#) for more information.

Should you encounter any issues with your online application please get in touch with us via devon.coates@gatenbysanderson.com.

Longlist and Shortlist

You will receive an acknowledgment of your application through the online process. The panel will then assess your application to select those demonstrating the best fit with the role by considering the evidence you have provided against the criteria set out in the 'Person Specification' section. Failure to address any or all of these may affect your application.

Candidates selected for longlisting will be invited for an interview with GatenbySanderson to further explore their skills and experience. Following the completion of all the preliminary interviews, the panel will meet again to further assess candidates on the longlist, utilising the additional insight provided by GatenbySanderson and will agree a shortlist for interview.

The timeline later in this pack indicates the date by which decisions are expected to be made, and all longlisted and shortlisted candidates will be advised of the outcome as soon as possible thereafter.

Application Process

Selection Panel

Paul Gray, a Civil Service Commissioner, will chair the process. 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.

More detailed information can be found on the [Civil Service Commission website](#).

In addition to Paul Gray, the other panel members will be:

- Mike Green, Chief Executive Officer of the DIO
- David Brewer, Chief Operating Officer of the DIO
- Joanne Peel, Head of People and Capability at the DIO

Shortlist

You will receive an acknowledgment of your application through the online process.

The panel will then assess your application to select those demonstrating the best fit with the role by considering the evidence you have provided against the criteria set out in the 'Person Specification' section. Failure to address any or all of these may affect your application.

The timeline later in this pack indicates the date by which decisions are expected to be made, and shortlisted candidates will be advised of the outcome as soon as possible thereafter.

Application Process

Assessment

If you are shortlisted, you will be asked to take part in a series of assessments which could include psychometric tests and/or a staff engagement exercise. These assessments will not result in a pass or fail decision.

Rather, they are designed to support the panel's decision making and highlight areas for the panel to explore further at interview.

You will be asked to attend a panel interview in order to have a more in-depth discussion of your previous experience and professional competence in relation to the criteria set out in the Person Specification.

You may also have the opportunity to speak to a member of the DIO Leadership team prior to the final interview to learn more about the role and the organisation. Please note this is not part of the formal assessment process.

Full details of the assessment process will be made available to shortlisted candidates.

Interview

Defence alongside other departments is committed to making the Civil Service more inclusive and recognises the value of the use of Diversity in its recruitment panels. Helping candidates from a diverse group of backgrounds, to feel comfortable and at ease during the interview process, to reduce bias and increase the objectiveness of decisions. In line with the Civil Service's Inclusive Board initiative, we aim to ensure that, as well as being gender diverse, Defence's interview panels for Senior Civil Service will include at least one panellist who is from an ethnic minority background and/or have a physical or non-physical disability (which may not be visible).

A short presentation is likely to form part of the interview. Shortlisted candidates will be given full details in advance of interview.

Offer

Regardless of the outcome, we will notify all candidates as soon as possible after the final interview.



Expected Timeline

We will try and offer as much flexibility as we can, but it may not be possible to offer alternative dates for assessments or interviews. You are therefore asked to note the below timetable, exercising flexibility through the recruitment and selection process, to meet the dates given. Please note that these dates may be subject to change. If you anticipate any difficulties attending, please alert devon.coates@gatenbysanderson.com upon application

The anticipated timetable is as follows:

 Advert closing date	17:00 on 22nd September (Longlist Week Commencing 25th September 2023)
 Shortlist	Week Commencing 16th October 2023
 Assessments	Weeks Commencing 23rd and 30th October 2023
 Panel interviews	Week Commencing 6th November 2023

It is expected that interviews will be conducted in-person, however this will be confirmed during the shortlisting process and successful candidates will be informed accordingly.

Why Join Defence?

As a leader in Defence, you will help shape, role model and bring to life a 'One Defence' Mindset that will enable us to realise our vision and strategic objectives. Your leadership must be inspiring, confident and empowering. Working at every level of Defence to break down silos, unite teams and drive a culture that is trusting, collaborative, innovative, diverse and inclusive. Enabling us to deliver with pace and agility through the skills, dedication and empowerment of everyone working in support of Defence

There's been no better time to join the Ministry of Defence. Joining the Department means you will be a part of:



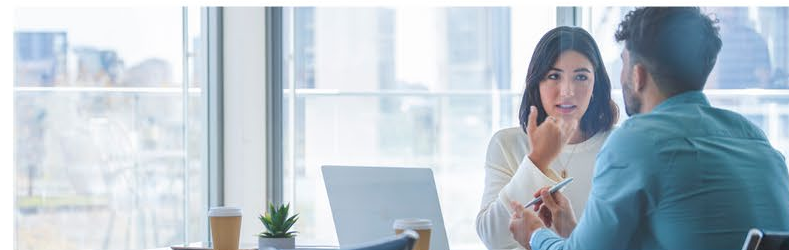
One of the **largest** Government Departments, which had a defence spending of **£45.9 billion** in 2021/22 – an increase of **£3.6 billion** from the previous year



A strong national presence with over **140,000** UK regular forces stationed in the UK and nearly **54,000** strong MOD civilian workforce based at over **500** locations.



Our **Prime Minister's** commitment, confirming that an additional **£5 billion** will be provided to the Ministry of Defence over the next two years – based within the 2023 Integrated Review Refresh (IR23).



Benefits of Working for MOD

As an MOD employee, you are entitled to a wide range of benefits. Additional information can be found in '[Discover my Benefits](#)' link to understand what support and benefits are available to you as a Service Person or Civil Servant.



Season Ticket & Bicycle Loan

Interest-free loans allowing you to spread the cost of an annual travel season ticket or a new bicycle.



Onsite Facilities

Most sites have free car parking, gym, on site shops & subsidised canteen.



Sick Pay

Occupational sick pay.



Pension

Your pension is a valuable part of your total reward package where our pension contribution rates are currently up to 27.9%.

A competitive contributory pension scheme that you can enter as soon as you join where we will make a significant contribution to the cost of your pension; where your contributions come out of your salary before any tax is taken; and where 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. Visit www.civilservicepensionscheme.org.uk for more details.



Parental Leave

Generous paid maternity and paternity leave which is notably more than the statutory minimum offered by many other employers.



Annual Leave and Bank Holiday Allowance

25 days annual leave, rising one day per year, to 30 days upon completion of five years' service. This is in addition to your 8 public holidays.



Flexible Working

Flexible working patterns and access to Flexible Working Schemes allowing you to vary your working day as long as you work your total hours.



Special Leave

Minimum of 15 Days Special Leave for military or emergency service volunteering reserve commitments.

About Defence

We work for a secure and prosperous United Kingdom with global reach and influence. We will protect our people, territories, values and interests at home and overseas, through strong armed forces and in partnership with allies, to ensure our security, support our national interests and safeguard our prosperity.



Responsibilities

The Ministry of Defence has 8 defence tasks:

- Defence, security and resilience of the UK and its overseas territories
- Nuclear deterrence and the defence nuclear enterprise
- Contribute to improved understanding of the world through strategic intelligence and the global defence network
- Influence through international defence engagement
- Overseas defence activity
- Promote UK prosperity and civil society
- Direct defence strategic base and enabling functions
- Strategic base and enabling functions

Priorities

Our priorities are to:

- Protect the UK
- Project the UK's global influence

- Promote UK prosperity
- Transform the way we do business support the delivery of Brexit

Who We Are

The Ministry of Defence has permanent and casual civilian personnel, including Royal Fleet Auxiliaries, Trading Funds and locally engaged civilians. The UK regular forces comprise full time trained and untrained personnel in the:

- Royal Navy
- British Army
- Royal Air Force
- Strategic Command

Diversity and Inclusion

The Ministry of Defence is committed to being an exemplar employer on inclusion.

Our vision is to ensure Defence represents modern Britain and is a truly inclusive employer – an example to other employers. We will create an organisation where diversity and fairness are not only respected and valued but celebrated – and where everyone can see where they belong, ensuring no one feels excluded.

We want to maximise the potential of everyone who chooses to work for us – regardless of background, working style or career experience.

More on our Diversity & Inclusion commitments can be found [here](#).

Staff Networks

MOD are fortunate to have a variety of thriving staff Networks across our organisation, and our subsidiaries, that support and drive forward our work in building an inclusive and diverse workforce.

These include:

- Social mobility network
- Race network
- LGBT+ network
- Disability network
- Gender forum
- Neurodiversity forum
- Faith & belief forum
- Menopause forum

Our networks make sure that everyone across Defence can have their voice heard. They contribute to supporting all under-represented and disadvantaged groups and individuals within our organisation, providing our people with a safe space to speak up, share experiences and facilitate learning and development.

Force for Inclusion

A copy of the MOD's Diversity and Inclusion Strategy 2018-2030: A force for inclusion is available here. In it, the Department details its commitment to Defence harnessing the power of difference to deliver capability that safeguards our nation's security and stability.

“Defence offers a fascinating and fulfilling career path whether you want to work in policy, operational delivery, corporate services or a particular specialist area and what's great is that it's not just theoretical.

You will have the opportunity to make some of the most complex, enriching and rewarding programmes and changes happen within Government that directly protect and defend our nation and those who live here. We care about what we do, we embrace diversity, and we would love you to come and work with us.”

Best wishes,

Sherin Aminossehe,
Director Infrastructure,
MOD Race Champion



FAQs

Is this role suitable for part-time working?

This role is available for full-time or flexible working arrangements (including job share partnerships). If you wish to discuss your needs in more detail please get in touch with the named point of contact in this pack.

Will the role involve travel?

Regular travel to sites within the UK and occasionally internationally will be required.

Unfortunately, relocation costs will not be reimbursed for moving to where the role is based.

All work-related travel and subsistence costs will be reimbursed except when travelling to your **base** location in line with departmental policy.

What reasonable adjustments can be made if I have a disability?

We are committed to making reasonable adjustments in order to support disabled candidates and ensure that you are not disadvantaged in the recruitment and assessment process.

If you feel that you may need a reasonable adjustment to be made, or you would like to discuss your requirements in more detail, please contact: devon.coates@gatenbysanderson.com in the first instance.

Do you offer a Guaranteed Interview Scheme for Disabled Persons?

Under the Disability Confident Scheme, disabled candidates who meet the minimum selection criteria in the job specification are guaranteed an interview. Selection will be on merit. If you wish to claim a guaranteed interview under the scheme, you should complete the relevant section of the online application. It is not necessary to state the nature of your disability.

Will this role be overseen by the Civil Service Commission?

Yes. As the role is one of the more senior posts within the Civil Service, a Commissioner will oversee the recruitment process and chair the selection panel.

More detailed information can be found on the [Civil Service Commission website](#).

The law requires that 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.

What should I do if I think that I have a conflict of interest?

Candidates must note the requirement to declare any interests that might cause questions to be raised about their approach to the business of the Department. If you believe that you may have a conflict of interest, please contact devon.coates@gatenbysanderson.com before submitting your application.

Pre-Employment Screening

Prior to a formal offer of employment, the successful candidate will be subject to pre-employment screening checks. These will include confirmation of your identity, employment history over the last three years (or course details if in full time education), nationality and immigration status, and criminal record (unspent convictions only).

Assignment Durations for permanent Senior Civil Service (SCS 1 and 2)

This role has a minimum assignment duration of 3 years. An assignment duration is the period of time a Senior Civil Servant is expected to remain in the same post to enable them to deliver on the agreed key business outcomes. The assignment duration also supports your career through building your depth of expertise. As part of accepting this role you will be agreeing to the expected assignment duration set out above. This will not result in a contractual change to your terms and conditions.

FAQs

Cabinet Office Fraud Checks

Candidates who are successful at interview will be, as part of the pre-employment screening, subject to a check on the Internal Fraud Database (IFD). This check will provide information about employees who have been dismissed for fraud or dishonesty offences. This check also applies to employees who resign or otherwise leave before being dismissed for fraud and dishonesty had their employment continued. Any candidate whose details are found to be held on the IFD will be refused employment.

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](#)

Can I apply if I am not currently a civil servant?

Yes. This role is open to suitably qualified people in the external market and to existing civil servants and those in accredited Non-Departmental Bodies.

Is this role offered as part of A Great Place to Work for Veterans initiative?

This vacancy is part of the A Great Place to Work for Veterans initiative, for further information please see [here](#).

Is this a business critical role?

This role does not fall within the business critical category and therefore the Ministry of Defence will not offer a sponsorship for a skilled worker visa. It is therefore NOT open to applications from those who will require sponsorship under the points based system.

Should you apply for this role and be found to require sponsorship, your application will be rejected and any provisional offer of employment withdrawn.

Is security clearance required?

Yes. If successful you must hold, or be willing to obtain, security clearance to SC level. More information about the vetting process can be found [here](#).

What nationality do I need to hold in order to apply?

This is not a reserved post.

This job is broadly open to the following groups:

- UK Nationals
- Nationals of the Republic of Ireland
- Nationals of Commonwealth countries who have the right to work in the UK
- Nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities with settled or pre-settled status under [the European Union Settlement Scheme \(EUSS\)](#)
- Nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities who have made a valid application for settled or pre-settled status under the European Union Settlement Scheme (EUSS)
- Individuals with limited leave to remain or indefinite leave to remain who were eligible to apply for EUSS on or before 31 December 2020
- Turkish nationals, and certain family members of Turkish nationals, who have accrued the right to work in the Civil Service

For further information on whether you are eligible to apply, please visit [Gov.UK](#)

Contact Us

For a confidential discussion about the role, please contact:

DIOrecruitment@gatenbysanderson.com