

Chief Scientific Adviser

CSJ: 414276

Home Office

SCS Pay Band 2

Closing Date: Monday 28th July 2025 at 12:00h

Welcome message

Dear Candidate,

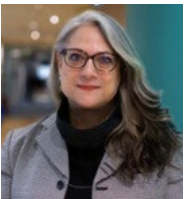
Thank you for your interest in the Chief Scientific Adviser (CSA) role at the Home Office. This is a unique opportunity to ensure that evidence, research, data and technology inform and support policy, operations and the delivery of outcomes for the public in one of the UK's most critical departments. The Home Office's role is to keep the public safe, whether in reducing crime and violence, protecting the vulnerable, securing our borders or countering extremism. As the department's most senior scientific leader, the Chief Scientific Adviser (CSA) provides expert advice to Ministers and senior officials, helping to shape research strategies that address some of the most complex and pressing challenges facing the UK today, including violence against women and girls, terrorism, fraud, cybercrime, biometrics and forensic science.

This is a role of national significance. You will lead the department's scientific advisory ecosystem, oversee research investment, and represent the UK's science policy internationally. You will also play a key role in emergency preparedness, providing scientific leadership during crises and contributing to the work of SAGE and other critical advisory bodies.

The CSA reports directly to the Director General for Science, Technology, Analysis and Research (STAR) and works closely with senior leaders across government, academia, and industry. You will work with outstanding colleagues in policy, operations, data, science and technology, research and analytical teams. You will also be instrumental in shaping the future of science and engineering in government, mentoring the next generation of scientific leaders and ensuring that the Home Office benefits from innovation and evidence-based policy.

We are looking for an exceptional individual with a strong scientific reputation, strategic vision, collaborative approach, and the ability to influence at the highest levels. If you are passionate about applying science to protect the public and shape national policy and operations, we encourage you to apply.

We look forward to hearing from you.



Jennifer Rubin
Chief Scientific Adviser and Director General,
Science, Technology, Analysis and Research (STAR)

Organisation Chart



Dame Antonia Romeo

Permanent Secretary



Migration & Borders Second Permanent Secretary

Simon Ridley

MISSIONS

Homeland Security Group

Chloe Squires



**Public Safety Group
(inc. Safer Streets)**

Richard Clarke



Border Security Command

Martin Hewitt



Migration and Borders Group

Dan Hobbs



Joanna Rowland



Customer Services

Basit Javid



Immigration Enforcement

Phil Douglas



Border Force

CAPABILITIES

Jerome Glass



Chief Operating Officer Group

Jennifer Rubin



Science, Technology, Analysis & Research

Ruth Tomlinson and John Ward



HO Legal Advisors

Sarah Taylor



Human Resources

Robert Hall



Communications

Our Values

Our people created our values – to be compassionate, respectful, courageous, and collaborative. These values are the foundation of the culture we want in the Home Office and underpin everything we do.

We want to always put people before processes and create the best environment for all our colleagues to work in.

Colleagues from across the Home Office were involved in defining and creating our values, which define who we are and what we stand for. They are what makes us different to any other government department. They send a clear message, both internally and externally, about what is important to us as an organisation



RESPECTFUL

We treat everyone fairly, respecting individual perspectives and valuing and embracing our differences to create an inclusive environment.

COMPASSIONATE

We act ethically, with honesty, care and sensitivity, seeking to understand the realities and perspectives of the people we serve to build trust and confidence.

COURAGEOUS

We are outward looking and professionally curious, testing new ideas while encouraging challenge and being bold in our pursuit of delivering outcomes for the public.

COLLABORATIVE

We work as one team, listening to and supporting each other and our stakeholders, working across boundaries to improve outcomes for the public.



Job Description

Chief Scientific Adviser

Location

London

Grade and Salary

SCS Pay Band 2

£125,000 – £145,000, dependent on your qualifications, knowledge, and the relevant experience you are able to offer. No allowances will be payable. The role includes a Civil Service Pension with an average employer contribution of 28.97%.

Contract Type

This role is being offered on a permanent basis (it is expected you would complete 3 years minimum).

As part of accepting this role you will have to accept an assignment length which sets out the minimum period of time that you are expected to remain in the post. From 4 July 2022, assignment lengths have been introduced in the Civil Service for SCS roles when a new SCS has started in their new role, this is to ensure that the postholder is aware of the expectation to deliver agreed key business outcomes and build capability in their roles. Please note this is not a contractual provision and does will not form part of your terms and conditions.

Working Arrangements

This role is available on a full-time and part-time (4 days) basis; secondments are welcomed.

If applying as job share partners, please review the guidance - [JSF hub page](#) | [Civil Service Careers \(civil-service-careers.gov.uk\)](#)

Role purpose

The Chief Scientific Adviser (CSA) to the Home Office plays a crucial role in ensuring that science, technology, research and evidence-based insights underpin policymaking and operational decisions. As the department's most senior scientific leader, the CSA provides expert advice to Ministers and senior officials, shaping research and innovation strategies that align with public safety, immigration and borders, and national security priorities. The role involves ensuring the quality and relevance of the department's science and research; overseeing scientific advisory committees; and driving cross-government collaboration. The CSA is also responsible for engaging with academia, industry, and international partners to draw on expertise and insights nationally and internationally from relevant fields such as crime science, social and behavioural sciences, biometrics, cybersecurity, and forensic science and technology. The CSA also plays a critical role in emergency preparedness and in representing the department in senior scientific meetings and informing decisions and operations with evidence and data in emergencies as at other times.

Job Description

Key responsibilities include:

- **Scientific Advisory Leadership** – Provide expert scientific advice to the Home Secretary, Ministers, senior officials, and, when required, the Prime Minister, ensuring that science, technology, and evidence-based insights inform policy and operational decisions.
- **Leadership of Science and Engineering in Government** – Oversee the Government Science and Engineering profession within the department, working with science colleagues to oversee, shape, and advise on science and innovation projects.
- **Cross-Government Scientific Collaboration** – Work closely with the cross-Government Chief Scientific Advisers (CSAs) network, and with CSAs from other government departments, the Social and Behavioural Sciences for Emergencies Steering and funding groups, to share best practice, improve knowledge exchange, shape new projects and address interdepartmental science challenges.
- **Long-Term Research & Development Strategy** – Shape the Home Office's research and development agenda, working closely with the departmental science leadership, assuring horizon scanning.
- **International Scientific Engagement & Security Partnerships** – Represent the UK's science policy at an international level, fostering partnerships with the US Department of Homeland Security, G20, G7, UN bodies, and other global security science institutions.
- **Emergency Preparedness & Response** – Offer scientific guidance during national security incidents and emergencies, including participation in the Scientific Advisory Group for Emergencies (SAGE) and biosecurity advisory bodies, amongst others.
- **Public Engagement & Scientific Transparency** – Act as a public-facing scientific leader, ensuring effective communication of scientific evidence to policymakers, the media, and the public.
- **Scientific Advisory Committees & Research Integrity** – Oversee the operation of the Home Office's Scientific Advisory Committees, ensuring that all science-led policy decisions adhere to high standards of integrity and evidence quality.

Person Specification

Essential Criteria

The successful candidate will need to demonstrate their knowledge, experience, capability and behavioural approach to a high standard against the following key criteria:

- **Strategic Leadership in Scientific Research** – A recognised track record in a scientific field relevant to the Home Office's strategic priorities, credibility with academic, industry and policy science and research communities, with a history of leading research programmes that impact policy outcomes.
- **Science for policy** – Extensive experience in applying science and evidence in policymaking and operational decision-making within government or advisory settings.
- **Overseeing and assuring science, research and innovation funding** – Experience managing substantial R&D budgets, with a strong ability to lead and develop government science programmes.
- **Global Scientific Engagement** – Experience of driving international research collaborations, particularly in areas such as biosecurity, forensic science, cybersecurity, and crime prevention technologies.
- **Collaboration** – Proven ability to build effective partnerships and collaborate to deliver with colleagues across disciplines, functions, departments and sectors.
- **Public Communication & Stakeholder Engagement** – Highly developed communication skills, with the ability to present complex scientific evidence clearly to Ministers, the media, and the public.
- **Leadership & Team Development** – Extensive experience leading, motivating and developing teams, mentoring scientific and research professionals; the ability to motivate and support teams and ensure delivery, including in time of crisis.

Sarah Pittam – SCS Commissioner



Sarah Pittam is an Independent Non-Executive Director specialising in the education sector. She advises on governance, operations, finance, stakeholder management and capital projects. She has worked with and for the Department for Education, academy trusts, local authorities and independent schools' groups. She has previously been a trustee of The Knowledge Schools Trust and Bourne Education Trust. She has also chaired the Children's Trust Board in a Local Authority and held other governance roles. Sarah was appointed as a Civil Service Commissioner on the 1st of October 2021.

Professor Jennifer Rubin - Chief Scientific Adviser and Director General, Science, Technology, Analysis and Research (STAR)



Professor Jennifer Rubin became the Home Office Chief Scientific Adviser in January 2021. Before joining the Home Office, Professor Rubin was the Executive Chair of the Economic and Social Research Council (ESRC), the UK's largest funder of economic and social research. Previously, Professor Rubin was Director of the Policy Institute at King's College London, where she remains a professor.

Jerome Glass – Chief Operating Officer, Chief Operating Officer (COO) Group



Jerome Glass has been appointed as the new Chief Operating Officer in the Home Office. Jerome has been Director General for the Ministry of Justice's (MoJ) Policy Group since November 2020. He joined the MoJ in 2016 and has served as Principal Private Secretary to the Lord Chancellor, Director of Strategy and Director of Prison Policy. Before joining the MoJ, Jerome worked at the Department of Energy and Climate Change, leading on domestic climate change strategy. His wider career includes stints in finance and operations at the BBC, and in investment banking at Lazard & Co.

Simon Palmer - Director of Home Office Analysis and Insight in the Home Office



Simon Palmer is the Director of Home Office Analysis and Insight and the department's Chief Analyst. HOAI is the analytical function of the Home Office and home to over 600 staff – mainly drawn from the analytical professions (economists, statisticians, operational researchers, social researchers) but also a smaller number of both technical and non-technical professions. Our purpose is to provide expert analytical advice to support Ministerial, policy and operational decision making across all areas of Home Office business, and to create and maintain the evidence base to enable that. Prior to working at the Home Office, Simon worked at Southampton University teaching economics, at DWP as a Senior Economist, and at DFE as Chief Economist.

Expected Timeline

Please note that these dates are only indicative at this stage and could be subject to change. 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. You will be advised of the format of the final selection panel interview in advance.

The anticipated timetable is as follows:

Advert Closing Date	Monday 28 th July 2025 at 12:00h
Longlist	Friday 1 st August 2025
Preliminary Interviews	w/c 4 th August and w/c 11 th August 2025
Shortlist	Wednesday 27 th August 2025
Interviews	Monday 8 th September 2025

The Recruitment Process

Online Application

Please submit your application online at the following link <https://www.gatenbysanderson.com/job/GSe123379> no later than **12:00h on Monday 28th July 2025**.

Provide some basic **personal information**;

1. A **CV** - setting out your career history, highlighting specific responsibilities and achievements that are relevant for this role, including details where budgets and numbers of people managed, relevant achievements in recent posts, together with reasons for any gaps within the last two years;
2. A **Statement of Suitability** – (limited to 1250 words) explaining how you consider your personal skills, qualities and experience, provide evidence of your suitability for the role, with particular reference to the essential criteria in the person specification.
3. **Diversity Monitoring** - 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 characteristics, you will have the option to select 'prefer not to say'. See the [Civil Service Diversity and Inclusion Strategy: 2022 to 2025 \(HTML\)](#) - GOV.UK (www.gov.uk) for more information.

It is essential that in your written application you give evidence, using examples, of proven experience. These responses will be developed and discussed with candidates invited for interview.

Failure to submit both a CV and Supporting Statement will mean the panel only have limited information on which to assess your application against the criteria in the person specification.

For further information on SCS careers and the application process, please see below:

Home Office SCS Further Information

[Home Office Senior Leaders - Home Office Careers](#)

Home Office SCS Application Process

[Applying for Senior Civil Service vacancies - Home Office Careers](#)

Please Note:

- **GatenbySanderson** have been appointed to administer the campaign on behalf of the Home Office. If you are shortlisted, you will be provided with full details of the next stages of the selection process.
- Full details of the assessment and selection process will be made available to the shortlisted candidates. Feedback is only provided if the shortlisted candidate has attended an interview.
- Once you have submitted your application online it cannot be amended; only submit your application when you have completely finished.
- If you are shortlisted, you will receive full details regarding the next stages of the selection process. Shortlisted candidates may also be invited to meet with the Minister and are welcome to request a one-to-one conversation with the vacancy holder
- Assessments will be used as part of the application process. This will include spoken assessment and may also include written assessment. Both will be assessed along with the interview, which will include a presentation, this will be conducted in person in central London.
- Expenses incurred by candidates during the recruitment process will not be reimbursed by the Home Office except in exceptional circumstances and only when agreed in advance with the Home Office Senior Civil Service Recruitment Team.

The Recruitment Process

Positive Action

- Where two or more candidates in a recruitment exercise are considered to be of equal merit after interview, the Home Office may use Positive Action, in accordance with section 159 of the Equality Act 2010.
- When considering the application of Positive Action, equal merit candidates will be contacted* and invited to provide data regarding their protected characteristics.
- * To protect your data, please be aware that we will refer to you using your unique candidate application ID in any communication relating to Positive Action

Equal Opportunities Monitoring

As a mandatory part of the application process, we ask candidates to complete equal opportunities monitoring information. This will help us to follow the recommendations of the Equality and Human Rights Commission, that employers should monitor selection decisions to assess whether equality of opportunity is being achieved. The information on the form will be treated as confidential and used for statistical purposes only and not used to make selection decisions. The Home Office Positive Action Statement can be found in the Diversity and Inclusion section earlier in this document. If you do not wish to provide a declaration on any of the characteristics, you will have the option to select 'prefer not to say'.

Guaranteed Interview Scheme for Disabled Persons

The Home Office is an accredited user of the Government's "Disability Confident" disability symbol, which denotes organisations that have a positive attitude towards disabled applicants. Applicants who meet the minimum (i.e. essential) criteria in the job specification are guaranteed an interview. Selection will be on merit. If you wish to apply for consideration under this scheme, please complete the relevant fields on the CSJ application form. It is not necessary to state the nature of your disability.

Great Place to Work for Veterans scheme

A Great Place to Work for Veterans is aimed at encouraging veterans from the armed services into public sector roles. **Applicants who meet the minimum (i.e. essential) criteria** in the job specification will progress to the next stage of selection. **Selection will be on merit.** If you wish to apply for consideration under this scheme, please select this on your application.

Any veteran who opts into the scheme and meets the minimum criteria required for a role will be guaranteed to move to the next stage of selection, such as an interview or online test - For more information and eligibility requirements around the Veterans scheme please visit [here](#)

Redeployment Interview scheme

Civil Service candidates 'at risk of redundancy' can apply under the RIS for internal, across government and external campaigns. **Applicants who meet the minimum (i.e. essential) criteria** in the job specification will progress to the next stage of selection. **Selection will be on merit.** If you wish to apply for consideration under this scheme, please select this on your application.

Terms & Conditions

The information offered in this document is supplied in good faith but does not in itself form any part of the contract of employment.

Appointment Term: This post is offered as a permanent appointment.

Working Arrangements:

This role is available on a full-time basis; we will also consider some flexible working options.

Where business needs allow, some roles may be suitable for a combination of office and home-based working. This is a non-contractual arrangement where all SCS employees will be expected to spend more than 60% of their working time in an office and across sites where their teams are based, subject to local estates capacity.

Working Hours: 37 hours per week, excluding lunch breaks.

This role is available on a full-time and part-time (4 days) basis; secondments are welcomed.

Location: London

Remuneration: The post is set within the SCS Pay Band 2 salary range.

Starting salary is expected to be in the range £125,000 – £145,000. No allowances will be payable.

Please note:

Standard Cabinet Office rules on pay will apply to civil servants appointed on level transfer or promotion. Their salary will increase to the minimum of the SCS PB2 range or by a promotion award of up to 10% more than their current basic salary excluding all allowances (whichever is the greater). Individuals appointed on level transfer will retain their existing basic salary excluding all allowances.

You may be eligible for a non-consolidated annual bonus payment, subject to successful performance, in line with the Home Office Senior Civil Service pay arrangements. These are set annually within the guidelines laid down by the Cabinet Office.

Childcare Support: The Government's Tax-Free Childcare Scheme (TFC), has recently been introduced and replaces all employer provided childcare voucher schemes. You can get up to £500 every 3 months for each of your children to help with the costs of childcare. In order to determine your eligibility, you can find the rules for the scheme on **GOV.UK** at [helping pay for childcare](#).

Annual leave: Candidates from outside the Civil Service will be entitled to 25 days paid as standard, plus public holidays. Existing civil servants appointed on level transfer will retain current contractual entitlements in relation to annual leave and privilege leave.

If you are an existing civil servant appointed on promotion, you will be appointed on modernised terms and conditions.

Nationality: This is a reserved post and therefore open to those nationals who qualify under the Civil Service Nationality Rules - [Civil Service Nationality Rules \(publishing.service.gov.uk\)](#)

In order to confirm your eligibility for this post, please complete the Eligibility section on Civil Service Jobs. You will not be asked to produce the evidence stated at the application stage, but you will be required to do so should you be invited to the final panel interview.

Conflict of interest: If you or your spouse have any business interest or potential conflict of interest with the activities of the Home Office you will be expected to declare this at a later stage. You will also be asked to inform us if you have any indirect association of this kind through any other family member or partnership.

Terms & Conditions

Pre-appointment checks

The responsibilities of the Department mean that we set very high standards for our staff. Honesty and integrity are essential and form part of the core values of the Civil Service. We will always carefully check the suitability of new employees for employment at the Home Office and are not tolerant of dishonest behaviour. We do not condone criminal activity in any way.

Security clearance: The successful candidates must be cleared to **Security Clearance (SC)** level before they are able to start, and they will be asked to obtain **Developed Vetting (DV)** clearance once in post.

For further information, please follow the link:

[United Kingdom Security Vetting - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

Civil Service Code: The Civil Service Code sets out the constitutional framework within which all civil servants work and the values they are expected to uphold. A copy of the Code can be found at:
<http://www.civilservice.gov.uk/about/values>.

Data Protection: The Home Office takes its obligations under the Data Protection Act seriously. Any data about you will be held in secure conditions with access restricted to those who need it in connection with dealing with your application and the selection process. Data may also be used for the purposes of monitoring the effectiveness of the recruitment process, but in these circumstances will be kept anonymous. The Diversity Monitoring Form is used for monitoring the selection process only. If you do not wish to have these details recorded, please return the form uncompleted. If you are unsuccessful, your personal data relating to application will be destroyed after 12 months. If you are successful, data will be passed to the Home Office personnel team.

Positive Action Statement

The Civil Service is committed to attract, retain and invest in talent wherever it is found. To learn more please see the [Civil Service People Plan](#) and the [Civil Service Diversity and Inclusion Strategy](#).

Diversity, Inclusion & Wellbeing

The Civil Service is committed to becoming the most inclusive employer in the UK.

The Civil Service is committed to attract, retain and invest in talent wherever it is found. To learn more please see the [Civil Service People Plan](#) and the [Civil Service Diversity and Inclusion Strategy](#).

The Home Office is committed to understanding, respecting and representing as broad a range of views and backgrounds as we have in UK society.

We know that diverse perspectives and experiences are critical to an effective, modern Civil Service. Our vision is to ensure the Civil Service represents modern Britain and is a truly inclusive employer – an example to other employers. We will create an organisation where diversity is not only respected and valued – but celebrated.

What's in it for me? We want to maximise the potential of everyone who chooses to work for us – regardless of background. Our passion for diversity and equality means creating a work environment for all employees that is welcoming, respectful, engaging, and enriched with opportunities for personal and professional development.

What's next? You've taken the first step and looked through this job pack to understand the skills and experience needed to perform this role. Now join us in achieving our ambitions and let us help you achieve yours. 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 Home Office is the place for you.



Because we recognise that everyone's different, we understand that wellbeing means different things to different people. We offer an Employee Assistance Programme, and a range of staff support networks to ensure our colleagues are never alone and can always access help when they need it.

Our support networks include Spectrum, ABLE, The Network & GEN you can find more information about each of these networks by following this [link](#).

The role of the Civil Service Commission in relation to recruitment

The Home Office's recruitment processes are underpinned by the principle of selection for appointment on merit on the basis of fair and open competition, as outlined in the Civil Service Commission's Recruitment Principles, which can be found at

<http://civilservicecommission.independent.gov.uk/civil-service-recruitment/>.

Civil Service Commissioners chair selection panels for all external recruitment competitions at Senior Civil Service Pay Band 2 (Directors), Pay Band 3 (Director General) and Permanent Secretary levels. An external competition is one that is advertised outside the Civil Service and candidates who are not existing civil servants may apply.

If you feel your application has not been treated in accordance with the Recruitment Principles and you wish to make a complaint you should contact SCSRecruitment@homeoffice.gov.uk in the first instance. If you are not satisfied with the response you receive from the Home Office you can contact the Civil Service Commission.

The Commission publishes a guide that outlines its approach to handling a complaint under the Recruitment Principles. This can be accessed at <http://civilservicecommission.independent.gov.uk/civil-service-recruitment/complaints/>. We would recommend you read this guidance before submitting a complaint.

If you feel your application has not been treated in accordance with the Recruitment Principles and you wish to make a complaint you should contact SCSRecruitment@homeoffice.gov.uk in the first instance. If you are not satisfied with the response you receive contact the Civil Service Commission.

Complaints should be sent in writing to:

Civil Service Commission,
Room G8,
1 Horse Guards Road,
London,
SW1A 2HQ.





Home Office

Contact us

Should you have any queries about the role please contact
HOfrecruitment@gatenbysanderson.com

Please direct any questions regarding the recruitment process to
olivia.robinson@gatenbysanderson.com