Job Title: Senior Policy Adviser, Offender Mental Health & Well-being, Vulnerable Offenders Policy Team

Salary Minimum
£35,798 - £47,591

Number of jobs available
1

Detail of reserve list
12 months

Region
London, National

City/Town
London

Building/Site
102 PETTY FRANCE (MOJ) LONDON, SW1H 9AJ

Grade
Band B / SEO

Post Type
Permanent

Working Pattern
Full Time, Part Time/Job Share, Flexible Working

Role Type
Policy

About the MOJ

The Ministry of Justice supports the Secretary of State and the Justice Ministerial team to deliver the Government’s programme. Our work spans criminal, civil, family and administrative justice, together with responsibility for making new law and safeguarding human rights. The Ministry works in partnership with other Government departments and agencies to serve the public, improve the justice system and support victims of crime.

Working with Ministers and senior leaders, you will form a detailed understanding of how policy proposals are developed, delivered and managed in government. Further, you will work on policy areas which have a significant impact on our society: protecting the public, upholding the rule of law, and providing a just, proportionate and accessible justice system.

Background:

The Vulnerable Offenders team works on cross-cutting policy to support the needs of the vulnerable across the criminal justice system. We are responsible for delivering the Government’s female offender strategy, which aims to reduce the number of women in prison, particularly on short sentences, and shift the focus to a whole systems approach in
the community. We co-ordinate work on tackling racial disparity in the criminal justice system, following the independent review by David Lammy MP. We are also responsible for policy on offender health and for the criminal justice elements of the Mental Health Act. Alongside, we lead work on other vulnerable cohorts of offenders, including those with learning disabilities and autism, young adults, transgender offenders and ex-armed service personnel in the criminal justice system.

These are high-profile and fast-paced policy areas with a great deal of public, Parliamentary and Ministerial interest, making it a great place to learn about working in Government.

We are a friendly team with a strong emphasis on providing support and opportunities for development, and we include people from a wide range of backgrounds and experience. We will be keen to work with you to understand your interests, skills and areas for development. Alongside your core role, you will have the opportunity to get involved in corporate projects across the wider team and Directorate, to support how we work as a team and contribute to the MoJ as a whole.

About the Role:

We are looking to recruit one senior policy advisor to join the Health, Justice and Well-being team. The team works closely with health and justice partners to support effective healthcare for offenders in prison and in the community. Offenders often have complex health needs that include both physical health and mental health and well-being, as well as substance misuse problems. The team is also responsible for policy on young adult offenders and veterans in the Criminal Justice System.

The post-holder will be required to lead specifically on mental health policy, including reform of the Mental Health Act 1983 to better meet the needs of offenders with acute mental illness and broader high-profile policy matters relating to offender mental health and the Secretary of State’s priorities on mental health in the criminal justice system. This is a stretching role that involves tricky, complex, and important issues including the access to care and treatment for these offenders; the timeliness and effectiveness in which they are managed; the rights and safeguards available to them, while ensuring that public protection is upheld at all times; and the Department’s response to Sir Simon Wessely’s review of the Mental Health Act. This role involves working closely with colleagues in the Department of Health and Social Care, NHS England, Public Health England and the Welsh Government as well as operational colleagues in HMPPS.

You will work closely, and often at speed, with senior officials and Ministers, as well as press and private offices on these high-profile issues. The role will involve interaction with a wide range of stakeholders, in prisons, probations, other government departments and the voluntary sector. You will require a willingness to be flexible, to develop strong relationships, and to build core Civil Service skills in project management, Parliamentary business, briefing, drafting and policy development.

Key Tasks:

- Manage policy making, problem solving and strategic thinking across a number of complex and challenging issues in order to improve how existing policy and legislation works to serve offenders with acute mental health needs.
- Manage the Department’s response to the recent review of the Mental Health Act.
- Scope and research innovative policy ideas which could better support offenders with mental health needs.
• Work closely, and often at speed, with senior officials and Ministers, as well as press and private offices and legal counsel on the high-profile issue of offender mental health. Work in partnership with other government departments, operational partners at a local level, and a wide range of high-profile stakeholders.
• Manage the delivery of materials (briefing, correspondence etc.) to support Ministerial and Parliamentary business relating to offenders with mental health needs.
• Work closely with finance and analytical colleagues to understand the financial impact of policy ideas and make innovative policy within wider financial constraints.
• Manage key relationships with external stakeholders and ensure that the Government, prisons, probation and the Courts work together effectively to deliver for offenders with acute mental health needs.
• Take a lead role in governance boards, and contribute appropriately to other relevant working groups or governance boards to represent the needs of offenders with mental health needs.
• Line management of at least one Band C.

Skills & Qualifications

• Excellent written and verbal communication skills.
• The ability to make sound judgements and to articulate these persuasively.
• Knowledge and familiarity with basic project management approaches is desirable.
• Strong interpersonal and relationship-building skills, tact and diplomacy and experience in dealing with senior figures.
• Good political awareness and the proven ability to communicate effectively to a wide range of audiences and to negotiate solutions to problems.

Behaviours:

You will be required to provide evidence of the following behaviours:

Working Together

• Form effective partnerships and relationships with people both internally and externally, from a range of diverse backgrounds, sharing information, resources and support.

Seeing the big picture

• Understand how your role fits with and supports organisational objectives.
• Recognise the wider Civil Service priorities and ensure work is in the national interest.

Making effective decisions

• Use evidence and knowledge to support accurate, expert decisions and advice.
• Carefully consider alternative options, implications and risks of decisions.

Delivering at pace

• Take responsibility for delivering timely and quality results with focus and drive.
Responsibilities
Please refer to Job Description

Things you need to know

Selection process details

This vacancy is using Success Profiles, and will assess your Behaviours (Success Profiles Civil Service Behaviours booklet).

In the event of receiving a high number of applications we will sift initially on the lead behaviour – ‘Working together’. Applicants who are successful at the sift stage will be invited to an interview.

Feedback will only be provided if you attend an interview.

Closing date for this post is Tuesday 16 June 2020 and interviews are expected to take place in July 2020.

If you would like to find out more about the role, please contact Rachael.Biggs@justice.gov.uk. The role is available to applicants already at the substantive grade and on promotion.

Once this job has closed, the job advert will no longer be available. You may want to save a copy for your records.

New entrants to the Civil Service will be expected to join on the minimum of the pay range.

Existing Civil Servants will have their salary calculated in accordance with the Department’s pay on transfer / pay on promotion rules.

Security

Successful candidates must pass a disclosure and barring security check.

Nationality requirements

Open to UK, Commonwealth and European Economic Area (EEA) and certain non EEA nationals. Further information on whether you are able to apply is available here.

Working for the Civil Service

The Civil Service Code sets out the standards of behaviour expected of civil servants.

We recruit by merit on the basis of fair and open competition, as outlined in the Civil Service Commission’s recruitment principles.

The Civil Service embraces diversity and promotes equality of opportunity. There is a guaranteed interview scheme (GIS) for candidates with disabilities who meet the minimum selection criteria.

Further information

Appointment to the Civil Service is governed by the Civil Service Commission’s Recruitment Principles. If you feel a department has breached the requirement of the Recruitment Principles and would like to raise this, please contact SSCL (Moj-
recruitment-vetting-enquiries@gov.sscl.com) in the first instance. If the role has been advertised externally (outside of the Civil Service) and you are not satisfied with the response, you may bring your complaint to the Commission.

For further information on bringing a complaint to the Civil Service Commission please visit their web pages: http://civilservicecommission.independent.gov.uk/civil-service-recruitment/complaints/

Additional Information:

Working Arrangements & Further Information

Some of MoJ’s terms and conditions of service are changing as part of Civil Service reform. The changes will apply to staff joining MoJ who are new to the Civil Service. Staff joining MoJ from other civil service employers will transfer onto the new MoJ terms if they are already on ‘modernised’ terms in their current post or onto ‘unmodernised’ MoJ terms if they are on ‘unmodernised’ terms at their current post. Details will be available if an offer is made.

Flexible working hours

The Ministry of Justice offers a flexible working system in many offices.

Benefits

The MoJ offers a range of benefits:

Annual Leave

Generous allowances for paid holiday starting at 25 days per year, and rising as your service increases. There is also a scheme to allow qualifying staff to buy or sell up to three days leave each year. Additional paid time off for public holidays and 1 privilege day. Leave for part-time and job share posts will be calculated on a pro-rata basis.

Pension

The Civil Service offers a choice of pension schemes, giving you the flexibility to choose the pension that suits you best.

Training

The Ministry of Justice is committed to staff development and offers an extensive range of training and development opportunities.

Support

• A range of ‘Family Friendly’ policies such as opportunities to work reduced hours or job share.
• Access to flexible benefits such as voluntary benefits, retail vouchers and discounts on a range of goods and services.
• For any moves across the Civil Service may have implications on your ability to carry on claiming childcare vouchers
• Paid paternity, adoption and maternity leave.
Free annual sight tests for employees who use computer screens.

Networks

The opportunity to join employee-run networks that have been established to provide advice and support and to enable the views of employees from minority groups to be expressed direct to senior management. There are currently networks for employees of minority ethnic origin, employees with disabilities, employees with caring responsibilities, women employees, and lesbian, gay, bisexual and transgender employees.

Contact information

If you wish to discuss this role further please contact Rachael Biggs: Rachael.Biggs@justice.gov.uk