



## The Science Inside

### Team Leaders - Operations

Salary:	£42,540 – £49,263
Closes:	14 <sup>th</sup> May 2023
Location:	Porton Down
Dstl:	Level 6
Position:	Permanent – Full-time, Flexible working, Part-time, Job Share
Link to vacancy:	<a href="https://bit.ly/3H7fBcx">https://bit.ly/3H7fBcx</a>

#### Summary

Operations Division is looking for experienced and enthusiastic Team Leaders across a number of different areas.

If you have a passion for people and enthusiasm to develop and maintain our capabilities we want to hear from you.

We have four Team Leader roles across Operations Division within different areas:

1. **The Estates Group** is looking for two Team Leaders who can work collaboratively to lead the people capability and drive professional development in two areas; the first for the Projects and Contracts team and the second for a Facilities Management based Team. This post is based at Porton Down.
2. The newly formed **Optimisation and Development (O&D) Group** is looking for a Team Leader that will support the growth of this exciting new Group, proactively leading the Team delivering Business Improvement and Customer Experience. This post is based at Porton Down. No specific profile for this role but same requirements as a TL as the other posts. For a standard TL profile please email [ainglis@dstl.gov.uk](mailto:ainglis@dstl.gov.uk)
3. The **P3 Group** are looking for a Team Leader who can work with their peers and with the Group Leader to deliver a coherent approach to project management, implement new tools

and processes, as well as building, maintaining and assuring a strong Operations P3 capability to meet current and future demand within the Division and for the Portfolio of work we support across Dstl. A proven project management background or an understanding of the project environment is desirable. This post is based at Porton Down.

4. The **Business Support Services (BSS) Group** are looking for a Team Leader to lead one of two Business Support teams. This team is based across two sites with the TL post based at PDW. The team provides specialist administrative support to the management cells within each division to ensure adherence to governance and assurance policies. This is primarily through asset management, file plan administration, and collation/reporting of accurate business information, including the Division's response to Line 2 and Line 3 Assurance and Safety & Environment Management System reviews

The Estates, P3 and BSS roles work to specific Team Leader profiles due to a desirable of sector specific experience however the O&D roles uses the standard Dstl Team Leader profile.

**PLEASE STATE IN THE TECHNICAL SKILLS SECTION WHICH ROLE YOU ARE APPLYING FOR.**

Dstl recognises the importance of diversity and inclusion as people from diverse backgrounds bring fresh ideas. We are committed to building an inclusive working environment in which each employee fulfils their potential and maximises their contribution.

**We particularly welcome female and ethnic minority applicants and those from the LGBTQI community, as they are under-represented within Dstl at these levels.**

As Dstl's first line of management, your primary purpose as a Team Leader (TL) is to provide leadership to the people in your team. This has a balance of leading / managing people and technical leadership, ensuring the development and delivery of capability to meet current and future demand.

A Team Leader may also fulfil other roles as part of their technical contribution but not to the detriment of their line management responsibilities.

**In this role you will:**

- Develop & sustain capability (people relationships, infrastructure, knowledge, licences to practice) to provide technical/scientific contribution to current and future projects across Dstl through effective use of the Team's resources/expertise
- Maintain awareness of current and future demand requirements
- Understand and use the different resource options to ensure an appropriate mix of team members
- Understand and effectively develop capability to align with Division Capability plans
- Build resilience through succession planning, including developing future leaders

## **We are looking for someone who has:**

- The ability to quickly develop good working relationships with a variety of people.
- Good networking skills.
- Tact and diplomacy in dealing with a wide range of issues/challenges
- Persistence to see things through to a conclusion
- Passion for developing capability and people

## **Leadership**

As a leader in Defence you will help shape, role model and bring to life the 'One Defence' mindset that will enable us to deliver our vision and strategic objectives. Your leadership style must be inspiring, confident and empowering. Working at every level of our organisation to break down silos, unite teams and create a culture that is trusting, collaborative, innovative, diverse and inclusive. Enabling us to deliver with pace and agility through the skills, commitment and empowerment of our employees and military colleagues.

## **Important Information**

Our work in defence, security and intelligence requires our employees to be UK Nationals who are able to gain a high level of security clearance to undertake the projects we are involved in to protect us from security threats. For this reason, only UK Nationals will be able to apply for this role. If you are an international or dual-national candidate, and you think you have the skills we need, please consider applying to any of our government, security or defence partners.

This role will require full UK security clearance and you should have resided in the UK for the past 5 years. For some roles Developed Vetting will also be required, in this case you should have resided in the UK for the past 10 years.

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