

DST M&E Officer

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Ministry of Defence



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Reference number	118536
Salary	£53,500
	National salary £53,500, London Salary £55,550
Grade	Grade 7 B2
Contract type	Permanent
Business area	MOD - Head Office & Corporate Services - Defence Science and Technology (DST)
Type of role	Analytical Operational Research Policy Science Social Research Strategy
Working pattern	Flexible working, Full-time, Job share, Part-time, Compressed Hours
Number of posts	1

Location

Whitehall London but other UK locations available

About the job

Summary

Please download the attached recruiting pack for full details. The Monitoring & Evaluation Officer will be the technical professional responsible for creating and implementing comprehensive monitoring and evaluation (M&E) tools for the MOD's Science and Technology Strategy (here), which sets the direction for Defence's ~£700 million S&T spend. The outputs of this M&E will allow Defence seniors, including the Chief Scientific Adviser and other 3*s, to determine whether or not S&T is having the impact we seek, and course correct as appropriate. The M&E Officer will report to the M&E Lead in Defence Science and Technology. Defence Science and Technology (DST) is a part of MOD Head Office. We sit at the heart of the Defence Science and Technology (S&T) Enterprise, and direct Defence's S&T policy, strategy and activities on behalf of Defence's Chief Scientific Adviser, Professor Dame Angela McLean. Our purpose is to maximise the impact of S&T for Defence and Security of the UK. We commission a large S&T research portfolio, advise on and cohere S&T activities across Defence, lead S&T policy making and strategic cross-government, national and international collaboration and ensure that the totality of Defence's S&T activity has the intended strategic impact. S&T is a key contributor to understanding our adversaries, overseas operations, the nuclear deterrence, homeland security, development of new, winning capabilities, and identification of alternative solutions to strategic Defence challenges. The M&E team sits in Scientific Advice, one of three 1* (Deputy Director) areas within DST, Scientific Advice

- leads on science and technology strategy for Defence;
- through our network of embedded scientific advisers, translates the deep expertise found in suppliers of science (Dsth, industry, academia) into terms the user understands, and translates the users' contexts and needs into terms the suppliers understand;
- hosts the interface with our standing academic capability (DSEC and ISTA) and facilitates technical input to a wide range of stakeholders on a broad set of issues;
- provides technical advice on emerging technology to policy colleagues, Defence and wider government;
- provides assurance in support of the S&T Enterprise and wider Defence; and
- provides independent, friendly and respectful challenge to users' thinking and planning.

Job description

The Monitoring & Evaluation Officer will be the technical professional responsible for creating and implementing comprehensive monitoring and evaluation (M&E) tools for the MOD's Science and Technology Strategy (here), which sets the direction for Defence's ~£700 million S&T spend. The M&E Officer will report to the M&E Lead in Defence Science and Technology. This is a demanding and visible role that requires specialist technical knowledge; the ability to gain the trust of seniors including senior Military Officers and Senior Civil Servants; the ability to work across boundaries with people from other teams and with different priorities; and the ability to help others make sound judgements within a highly complex system. The ideal candidate will have

- Expert technical professional monitoring and evaluation capability and skills including experience of monitoring and evaluation of large and complex programmes and/or government programmes;
- ability to communicate monitoring and evaluation concepts to a range of stakeholders;
- Membership of the Government Operational or Social Research Profession, another recognised professional body or demonstrably equivalent work experience;

For more guidance see the Government Analytical Evaluation Capabilities Framework. The ideal candidate is likely to have

- Experience of M&E of Defence or National Security programmes;
- Experience of working in Defence or National Security;
- Experience with data visualisation or dashboard development.

Responsibilities

- Working with the M&E Lead, design and implement the programme M&E framework from scratch, ensuring it is technically sound, robust and reliable;
- Scoping, constructing and ensuring that each strategy implementation workstream's theory of change is technically sound and amenable to monitoring and evaluation;
- Integrate existing assurance activities/feeds where they exist through close collaborative working across S&T;
- Assist the M&E Lead to build a culture of M&E, bringing stakeholders along with us, ensuring they are engaged and committed to the implementation and operation of the M&E framework;
- Ensure the M&E tools and inputs are as user-friendly and resource-light as possible;

Develops relevant approaches for technically sound readout tools and interfaces, for example dashboards and user-friendly reports;

- Meticulously document how the M&E framework works and is able to communicate it effectively
- Continuously adapt and improve the M&E framework and tools, consider innovative ways to answer complex issues.

Behaviours

We'll assess you against these behaviours during the selection process:

- Leadership
- Seeing the Big Picture
- Making Effective Decisions
- Communicating and Influencing

Benefits

- Learning and development tailored to your role
- An environment with flexible working options
- A culture encouraging inclusion and diversity
- A Civil Service pension

The post does not offer relocation expenses External recruits who join the MOD who are new to the Civil Service will be subject to a six month probation period. Please be advised that the Department is conducting a review of all pay related allowances which could impact on those allowances that the post currently being advertised attracts.

Posts based in London will attract the relevant London weighting

Please note: Expenses incurred for travel to interviews will not be reimbursed.

Any move to MOD from another employer will mean you can no longer access childcare vouchers. This includes moves between government departments. You may however be eligible for other government schemes, including Tax-Free Childcare. Determine your eligibility at [https://www.childcarechoices.gov.uk/.](https://www.childcarechoices.gov.uk/)"

Things you need to know

Security

Successful candidates must meet the security requirements before they can be appointed. The level of security needed is [security check](#).

[See our vetting charter](#).

People working with government assets must complete [basic personnel security standard](#) checks.

Selection process details

This vacancy is using [Success Profiles](#), and will assess your Behaviours and Experience.

As a result of the changes to the UK immigration rules which came in to effect on 1 January 2021, the Ministry of Defence will only offer sponsorship for a skilled worker visa under the points based system, where a role has been deemed to be business critical.

The role currently being advertised has not been assessed as business critical and 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.

Due to the current restrictions and the changing limitations on personal movement and contact the details of how the interview will be performed will be discussed with candidates after the sift stage.

To apply for this role complete the online application form on Civil Service Jobs, which includes a CV and supporting statement, no later than 06/06/21, at 23:55.

Your CV should set out your career history with key responsibilities and achievements. Please ensure you have provided reasons for any gaps within the last two years.

Your statement of suitability, no longer than 1000 words, should explain how your personal skills, experience and qualities provide evidence of your suitability for this role, with particular reference to the Person Specification.

Short listed candidates will be invited to complete a series of online psychometric exercises, which will produce additional information to assist the selection panel at interview. To fulfil the Civil Service recruitment principles of fair & open competition please note that where a vacancy is advertised at the external approach, ALL candidates must complete psychometric tests including internal candidates already working at the advertised grade. If you are short listed for interview, you will be provided details of logins and passwords, which will enable you to access the exercises. The exercises can be accessed from any internet enabled computer. There is provision for reasonable adjustments to be made for candidates with a disability or health problem. You will not need to complete them again if you are applying for a post within 12 months.

Successful candidates will be called for interview. At interview, we will assess the following behaviours in the Civil Service Success Profiles: Seeing the Big Picture; Making Effective Decisions; Leadership; Communicating and Influencing; as well as experience.

Feedback will only be provided if you attend an interview or assessment.

Nationality requirements

This job is broadly open to the following groups:

- UK nationals
- nationals of Commonwealth countries who have the right to work in the UK
- nationals of the Republic of Ireland
- nationals from the EU, EEA or Switzerland with (or eligible for) status under the European Union Settlement Scheme (EUSS)
- relevant EU, EEA, Swiss or Turkish nationals working in the Civil Service
- relevant EU, EEA, Swiss or Turkish nationals who have built up the right to work in the Civil Service
- certain family members of the relevant EU, EEA, Swiss or Turkish nationals

[Further information on nationality requirements](#)

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 equal opportunities. As such, we run a Disability Confident Scheme (DCS) for candidates with disabilities who meet the minimum selection criteria.

Apply and further information

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

Contact point for applicants

Job contact :
Name : Dr Naomi Roberts
Email : Naomi.Roberts134@mod.gov.uk
Telephone : 07971 30 44 11

Recruitment team :
Email : DBSCivPers-ResourcingTeam3@mod.gov.uk

Further information

For further information, please see attachment.

Attachments

- [DST_Recruiting_Pack-ME_Officer](#) (pdf, 894KB)
- [Candidate Information](#) (docx, 15KB)

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