**FROM: PAUL McKINNEY Ref: I/C 58/24**

**DATE: 12 SEPTEMBER 2024**

**TO: INTERCHANGE PARTNERS**

# Secondment Opportunity with

**the depatrment for EDUCATION (DE)**

**STRULE EDUCATION ADVISOR**

1. I have attached an Interchange Hosting Proforma outlining the details of the above opportunity and ask that you consider bringing it to the attention of staff in your organisation who would be eligible to apply. Full details are also available on the Interchange Website.

Eligibility

1. This opportunity is aimed at individuals at senior middle management level who have the relevant skills and experience to undertake the duties outlined.

Salary

1. The posts are funded by the Strule programme. Applicants will continue to be paid their current salary. NICS travel and subsistence rates will apply.

Duration

1. Secondment – for three years with the possibility of an extension, subject to the agreement from all parties.
2. Location

The post holder will be based in Rathgael House, Bangor or Omagh (location to be confirmed) and will be required to work and meet in Omagh regularly. Hybrid working will apply.

The successful candidate should have access to a suitable form of transport.

Authorisation

1. All applications **must** be accompanied by authorisation from both your Line Manager **and** Interchange Manager (usually your organisation’s HR dept), and confirmation that your parent organisation is willing to release you if successful.

How to apply (process for **non**-NI Civil Service organisations)

1. Interested staff should complete a candidate proforma, available at [www.interchangeni.org.uk](http://www.interchangeni.org.uk) and return it to the Interchange Secretariat by email at: [interchangesecretariat@finance-ni.gov.uk](mailto:interchangesecretariat@finance-ni.gov.uk) by **5.00pm on Friday 18 October 2024;** otherwise I will assume a nil return.

GDPR

1. Your information will be held and managed in accordance with the Data Protection Act/GDPR policies and procedures, including those relating to retention and disposal will be applied; the information will be used only for the purposes of this secondment, and will only be shared with any relevant third parties only with the explicit permission and assurance of NICSHR.

Further Information

1. A copy of the full job description and further information can be obtained from Deborah Frost by email at: [deborah.frost@education-ni.gov.uk](mailto:deborah.frost@education-ni.gov.uk) or by Tel: 028 9127 9416 / 07870546077.

**Paul McKinney**

**Interchange Secretariat**