

# Job Description

## ***Basic Information***

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1	<b>TITLE OF POST</b>	<b>Programme Manager Explosion and Ballistic Protection</b>
2	<b>GRADE</b>	<b>G7</b>
3	<b>DIRECTORATE</b>	<b>Science Research Group</b>
4	<b>UNIT/TEAM</b>	<b>HOSDB, EBP Programme</b>
5	<b>LOCATION</b>	<b>Langhurst, Horsham, Sussex, RH12 4WX</b>

## ***Description of Job***

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### **6 BACKGROUND**

The Home Office Scientific Development Branch (HOSDB) provides expert scientific and technical support to police forces and government departments, including the Home Office, across the UK. We are involved in cutting-edge research and development work, often with national security as the principal concern.

The Explosion and Ballistic Protection (EBP) Team provide advice and guidance on methods of mitigating the effects of blast and ballistic attacks, undertake audits of buildings and venues prior to major events, develop procedures and standards for constructing and protecting government buildings, personnel, and other critical assets against blast effects. To this end, the team gather and analyse data from trials and incidents, liaise closely with other agencies and both design and conduct innovative tests – on occasions contributing to the establishment of National, European and International test standards. The findings enable the team to assess the behaviour of building and other components under blast and ballistic loading.

### **7 PURPOSE OF POSITION/ REASON FOR THE JOB'S EXISTENCE**

The Home Office Scientific Development Branch (HOSDB) provides expert scientific and technical support to police forces and government departments, including the Home Office, across the UK. The EBP programme is a core component of the wider HOSDB capability, with particular importance for the government's Counter-Terrorist Strategy (CONTEST). The work is primarily in support of Home Office Objective 2; *'to protect the public from terrorist attack'*.

The Programme Manager will lead this team in achieving the above objectives within a delegated budget and to agreed timescales. The Programme Manager is also responsible for continuing professional development of their staff and continuous improvement in quality and timeliness of deliverables.

The Programme Manager will also be instrumental in developing a centre of expertise in conjunction with other government organisations, academia and industry.

**8 RESPONSIBLE TO** Head of Physical Security Sector, HOSDB

**9 RESPONSIBLE FOR** 2 x Senior Engineers (SPTO), 3 x HPTO/HSO, 2 x Scientific Officers (SO) and 2 x Students.

### **10 TASKS/ ACCOUNTABILITIES/ RESPONSIBILITIES**

- The provision of informed technical advice and assistance on Explosion and Ballistic Protection matters to Home Office (OSCT) and CPNI in

support of Home Office Objective 2 - Protect the public from terrorist attack.

- Contributing to HOSDB's capability to provide technical, operational and policy support and to carry out technical assessments, development work and research for the EDICTS programme.
- Management of the EBP programme of work and the resources of the team to achieve project timescales and costs, in accordance with the HOSDB quality plan.
- Improving the performance of the team, together with the management, development and training of team personnel.
- The development of a Centre of Excellence in the field of blast protection.
- Planning and supervision of trials and tests to assess the behaviour of building components under blast and ballistic loading.
- The development of EBP design procedures and test standards.
- The preparation and dissemination of technical information on Explosion and Ballistic Protection.
- Operational support to CTSA's (and others) for Vulnerability Assessments (VA) and Explosion Consequence Analysis (ECA).
- Represent the Team and the Department on Committees and Working Groups.

#### **11 ANY SPECIAL CONDITIONS**

- The work will also require some unsociable working hours.
- Regular travel within the UK and there may be occasional overseas travel.
- Individuals should be aware that public transport to the Langhurst site is limited, and therefore a current, full UK driving licence is desirable as public transport to both the site and trials locations is limited.
- 37 hours a week - flexible working available.
- Special Security clearance will be necessary.