Candidate Brief & Job Description

Chief Scientific Adviser for Health Health, Social Care and Early Years Group

Welsh Government

Closing Date: 27 June 2025 12:00pm



Commissioners



Llywodraeth Cymru Welsh Government



Contents

Welcome from Prof. Isabel Oliver, Chief Medical Officer for Wales	
About the Welsh Government	4
Our Structure	6
Role Description	7
Key Responsibilities	8
About the Role	11
Recruitment & Selection Process	12
Expected Timeline	15
The Selection Panel	16
Equality, Diversity & Inclusion	18
Benefits of Working at the Welsh Government	19
FAOs	20

Welcome from Prof. Isabel Oliver, Chief Medical Officer for Wales



Thank you very much for your interest in the role of Chief Scientific Adviser (CSA), Health for the Welsh Government.

This is a unique and exciting role. As CSA you will lead the provision of scientific advice to Welsh Government on health matters working with me as Chief Medical Officer and other professional leaders across government.

Having only recently joined Welsh Government, myself, I was personally attracted by the ambitious and innovative policies aimed to securing better health outcomes for all and I can see that there are great opportunities in Wales to make a positive impact on health powered by the best scientific evidence and a commitment to ensuring that Wales remains at the forefront of medical and public health advancements, harnessing the power of data, technology, and collaboration to improve health outcomes. You will play a key

role to make sure that scientific evidence is at the forefront of our work ensuring that both Ministers and civil servants have access to expert science advice.

You will be nationally and internationally recognised in a health-related scientific discipline and be an effective science communicator. As CSA for Health, you will be instrumental in shaping the policies that underpin our healthcare system, ensuring it continues to serve the people of Wales with excellence. If you are inspired by the ambitious plans to improve health in Wales and are passionate about using scientific expertise to drive impactful change, we would like to hear from you.

Prof. Isabel Oliver

About the Welsh Government



The Welsh Government has an annual budget of c.£19 billion and is responsible for a range of areas including health, education and skills, the economy and transport, and agriculture and the environment. The First Minister of Wales and her Cabinet form the Welsh Government and make decisions in devolved areas of responsibility. Welsh Ministers are accountable to the Senedd Cymru/Welsh Parliament, Wales's legislative body comprising 60 elected Members. Welsh Ministers are supported by c.5,700 civil servants based in Welsh Government offices across Wales. We also have small offices in London and Brussels, and an overseas network for trade and investment work. The Permanent Secretary leads the Welsh Government Civil Service and is accountable to the First Minister and Welsh Ministers.

Everyone who works at the Welsh Government is joined together by the single common purpose of supporting Ministers to build a better Wales. Our core values of creativity, fairness, partnership and professionalism support our interactions with each other and help us with our judgements and decision-making. Through our values and behaviours framework we have a clear set of expectations to drive the outcomes we want to see. Equality, diversity and inclusion are central principles and we aim to be an exemplar employer.

Our work is underpinned by our Workforce Equality, Diversity and Inclusion Strategy which sets out our intention to be an organisation that at every level fully reflects the diversity of Wales and which is actively anti-racist and anti-discrimination. We want to create a safe, inclusive and diverse working environment that fosters a culture of respect and equity for everyone regardless of their background or identity so that every individual can reach their full potential. Our Anti-racist Wales Action Plan outlines how we will build an anti-racist Wales which we can all be proud to belong to and thrive in. Our commitment to the Social Model of Disability underpins our work to ensure equity for disabled people.

We recognise the value of having a workforce reflecting a wide range of cultures, identities and backgrounds to the success of the Welsh Government. We encourage applications from all parts of society and want to appoint from the widest and most diverse pool of talent.

We encourage and support staff to learn, develop and use their Welsh language skills in the workplace, building a strong appreciation of Welsh culture and history. If appointed, we will offer you opportunities to learn Welsh in a way that works best for you. If you already speak Welsh, there will be opportunities to use and develop your skills. Reasonable adjustments can be put in place to support you, which can be discussed during the application process or on appointment.

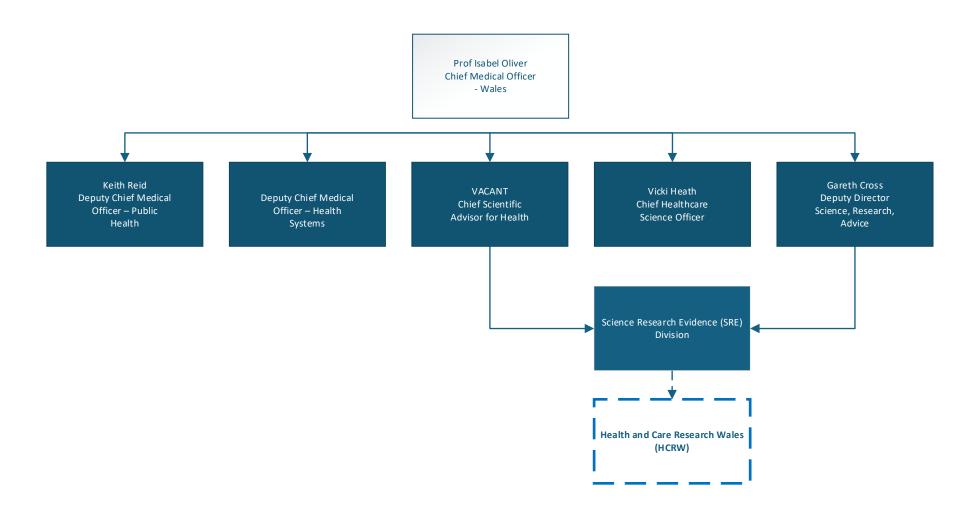
The UK's exit from the EU and the subsequent international negotiations on the future UK/EU relationship and UK trade deals with other countries have significant implications for Wales and the work of the Welsh Government. Our constitutional relationship with the UK Government and the other Devolved Governments continues to develop.

The Wellbeing of Future Generations Act sets the strategic context for the Welsh Government. It requires the Civil Service to work in new and different ways to improve policy development and services delivered to the people of Wales. The Welsh Government is also a bilingual organisation and an exemplar in following the Welsh Language Standards and delivering Cymraeg 2050, our commitment to promoting the Welsh language to achieve a million Welsh speakers by 2050. Legislation is produced in both Welsh and English, and both languages have equal legal status. More than just words is the Welsh Government's strategic framework for the Welsh language in health and social care; its aim is to embed the Welsh language so that people can receive the care they deserve and require.

Further information about the Welsh Government is available <u>here</u>.

Our Structure

The Welsh Government structure is available <u>here</u> and the structure of the Chief Medical Officers directorate is below:



Role Description

The Chief Scientific Adviser for Health (CSAH) will have extensive experience at a senior level within the higher education sector in a life science (human health) related scientific discipline, the research and development industry or as a clinician scientist with a track record that will enable them to command the respect of all professionals.

Their deep science knowledge should enable them to work across, or have an appreciation of, a range of science disciplines; developing productive links to other deep specialists to formulate their advice and understanding.

The post holder will need to quickly gain the confidence of the Ministers, senior NHS colleagues and wider partners. Given the breadth of the portfolio, the ability to deliver will be critical to success.

Above all, the CSAH must have the ability to build partnerships and networks and build respected authoritative groups. They should be excellent communicators and collaborators.

This is a key post within the Welsh Government's Health Social Care and Early Years Group (HSCEYG) for the provision of scientific advice in relation to health and care, and the promotion of the health and care research sector in Wales.

The post holder plays a key role in ensuring health and care research, science advice and evidence is harnessed to best effect to support the delivery of health and care services, improvements in health equity and outcomes, and drive the health and care sectors contribution to the broader ambitions of Welsh Government.

Key to the role is ensuring that science evidence and advice is robust, relevant and high quality and that science and evidence appropriately underpins policy development, advice and evaluation.

The post holder will co-lead, with the Deputy Director for Science, Evidence and Research, Health and Care Research Wales - a multi-faceted virtual organisation providing the infrastructure to support and increase capacity in health and care R&D, runs a range of responsive funding schemes and manages resources to promote, support and deliver research.

The post holder will work with colleagues within Welsh Government and across the health and social care sectors to strengthen coordination and links between research, development, and innovation.

Key Responsibilities

The CSAH will be responsible for:

- Provision of pro-active and demand led independent scientific advice and analysis across a range of health topics to the Cabinet Secretary for Health and Social Care and policymakers.
- 2. Ensure research & development, scientific evidence, analysis and advice are relevant, robust and of high quality.
- Providing an independent challenge function to the group and ensuring mechanisms are in place to inform policy and decision-making including in an emergency response. This includes the oversight of the Technical Advisory Group (TAG) and any other relevant scientific advisory committees (SACs).
- 4. Co-lead, with the Deputy Director for SRE (Science, Research and Evidence), Health and Care Research Wales (HCRW), and be a source of advice to that Deputy Director on overall research policy and priorities, bringing in a deep understanding of research and development systems, with a particular focus on supporting it's influence at a UK level.
- 5. Working closely with the key leads across Welsh Government to maximise the impact of science in health on life sciences, innovation, emerging technologies and AI, ensuring effective prioritisation of focus and ongoing coordinated development of collaborations with academia, industry, and healthcare providers.

- Develop and maintain a strong working relationship with the Chief Scientific Adviser for Welsh Government (CSAW), Head of Analysis, Head of Policy Profession, the Chief Economist and wider leads across Government to ensure a co-ordinated and strategic approach to science and research.
- 7. Represent Welsh Government in relevant four nations advisory committees and panels and supporting the CSA Wales through their link into the UK CSA Network to ensure Wales interests in health, care and life sciences perspective are safeguarded appropriately and that the outputs of such committees appropriately inform advice to senior officials and Ministers in Welsh Government.
- 8. Developing and maintaining key relationships with Welsh and UK partners, including NHS Wales, UK Health Departments, UKHSA, National Institute for Health Research (NIHR), UKRI Research Councils, research charities and industry.
- 9. Actively participate as a member of the Chief Medical Officer's Senior Leadership Team, and deputising for the Chief Medical Officer when appropriate.

The post holder will be expected to demonstrate ability to:

- Generate respect as a source of knowledge, expertise and advice. Providing first-rate strategic and analytical skills with an ability to assess the evidence of effectiveness of interventions, programmes and services and to translate these into accessible and practical advice for Ministers and Officials to inform policy and strategy.
- Communicate effectively with demanding internal and external audiences and the media.
- Work in partnership with internal and external experts to achieve goals.
- Think creatively and develop innovative policies and methods of delivery.
- Champion and mainstream equality and diversity and promote best practice.

- Act with self-awareness and integrity.
- Maintain a high level of personal resilience the determination and stamina to sustain effectiveness while upholding the values of the Civil Service
- Work in a political environment and to understand the needs and expectations of Ministers and Government in the context of a devolved administration.
- Negotiate and lead change with stakeholders and individuals in partner organisations. These include senior management teams in Public Health Wales, Trusts, Special Health Authorities and Local Health Boards, and professional groups.
- Represent Wales as a devolved nation.
- · Lead and manage a research organisation.

Welsh language skills are not essential for this post, but they would be an asset. We expect the successful candidate to develop their Welsh language skills on appointment and we will fully support them to do this, with training available. As is the case in respect of other requirements, reasonable adjustments can be discussed on appointment.

We'll assess you against these Civil Service Success Profile behaviours and experience criteria during the application and interview:

Behaviours

- 1. Seeing the big picture -Develop an in-depth insight and understanding in to the needs of the organisation and partners, anticipating the long-term impact of environmental, social and scientific developments at both national and international levels, helping to influence the organisations stratigic direction and policies.
- 2. Leadership Be a visible and approachable source of trusted scientific advice to all colleagues and stakeholders, embedding a culture of inclusion and equal opportunity for all where the diversity of individuals' backgrounds and experiences are valued and respected.
- 3. Working Together Proactively create, maintain and promote a strong network of contacts across the organisation and with partners establishing mechanisms to share knowledge and resources across boundaries to support the provision of excellent scientific evidence and research.

Experience

- 1. Proven ability to understand and synthesise science / research findings across a broad range of scientific disciplines, and an ability to communicate complex concepts clearly and accurately to non-technical audiences verbally and in writing, and ability to act as an effective advocate and ambassador of science.
- 2. Experienced at working effectively in a multidisciplinary way to achieve goals, including identifying and drawing on the advice and experience of experts across a wide range of fields
- 3. Knowledge and experience of research and/or research management and systems leadership in academic, health, social care or industrial sectors with an appreciation of research and development in the public sector.
- **4.** An outstanding track record in leading and conducting applied research of internationally recognised standing, in an area of interest to health, social care or life sciences in Wales and the UK, that has delivered demonstrable impacts on policy or populations.

Technical

- 1. A Level 6 qualification (for example, BSc, BEng, etc.), in a scientific discipline
- 2. Level 8 qualification (for example PhD, DPhil, etc.) in a life sciences or health related scientific field.

About the Role

Location:	You may be contractually based at any of the main <u>Welsh Government offices</u> in Cardiff, Merthyr Tydfil, Llandudno Junction or Aberystwyth. We support hybrid working and tailoring patterns to suit individual circumstances. The role requires occasional travel across Wales and the UK. There may be opportunities for international travel.	
Salary:	The role is at Deputy Director level (SCS1) and the starting salary is circa £92,537 although some flexibility may be available for an exceptional candidate	
	 For existing Civil Servants – if you are a substantive Deputy Director applying on a lateral transfer basis to the Welsh Government you will retain your existing salary. If you are an existing civil servant applying on promotion, the starting pay on promotion will usually attract a 10% increase in base pay or be at the pay band minimum, whichever is greater. Secondment – if you are applying for this role on a secondment basis, you will retain your existing terms and conditions including salary (subject to approvals). 	
	Please contact SCSRecruitment@gov.wales if you would like to discuss terms and conditions and salary level.	
Contract Type:	This role is being offered on a fixed term or loan/secondment basis, usually for a minimum of 3 years, with the possibility of extension by mutual agreement.	
	This could be as either a full-time or part-time position, at 0.8 or 0.9 FTE to allow candidates to continue an association or position within an academic institution during the duration of their roles.	

Recruitment & Selection Process

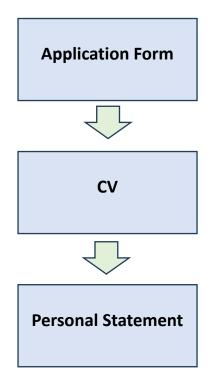
Candidates should apply for this role through The Welsh Government recruitment website.

Saxton Bampfylde Ltd is acting as an employment agency advisor to the Welsh Government on this appointment, your application and contact details will be shared with them as part of the assessment process. According to GDPR guidelines, Saxton Bampfylde are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. By submitting an application you consent for Saxton Bampfylde to process your personal data.

The follow sections explain the recruitment process and anticipated timeframes.

Stage 1 – Application

To apply for this role, you will be asked to submit:



We welcome applications in Welsh and English. Applications in either language will be treated equally. If you have an impairment that would prevent you from applying online, please contact SCSRecruitment@gov.wales to request an alternative format or a reasonable adjustment to submit your application.

We operate name-free recruitment. The selection panel will not see personal information while shortlisting in line with our commitment to end bias and promote equality and diversity. Please remove your name from your CV and personal statement.

A personal statement of no more than 1250 words explaining why this appointment interests you and how you can evidence your suitability for the role, with particular reference to the behaviours and experience criteria of this pack.

The Welsh Government is committed to achieving a workforce that reflects the society it serves – at all levels. You will be asked to confirm some diversity information on your application form. Collecting this information enables us to identify whether we are recruiting from the widest possible pool of talent and check that all groups are being treated fairly throughout the process; this form will not be disclosed to anyone involved in assessing your application. If you do not wish to provide a response to a particular question, you select 'prefer not to say.' You will not be able to submit your application if you leave any of the questions unanswered.

Stage 2 - Assessments

If shortlisted, you will take part in the following assessments:

Online Psychometric Tests



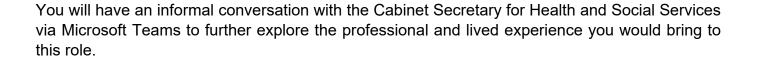
These include a discussion with a psychologist via Microsoft Teams. You will receive a link to the online tests within 10 working days after the shortlisting meeting. You do not need to take these tests again if you have completed these tests in the last two years for a role at the same grade.

Staff Engagement Exercise



This exercise gives you the opportunity to present your experience, ideas and views on effective leadership for this role. You will meet with a group of staff via Microsoft Teams who may be future team members, peers, colleagues or stakeholders.

Informal Conversation



Interview and Presentation

Before your interview, the selection panel will receive feedback on your psychometric tests and staff & stakeholder engagement exercise. You will be given a presentation topic before your interview and will be asked to give a 5-minute verbal presentation. Interviews will be around 1 hour long and will consider how the skills and experience in your CV and personal statement meet the requirements of the role. The interview will be held over Microsoft Teams.

Expected Timeline

We will try to offer flexibility but it may not be possible to offer alternative dates for assessments. These dates may be subject to change:

Closing Date:	27 June 2025 12:00
Longlisting:	8 – 9 July 2025
Shortlisting:	28 – 29 July 2025
Online Psychometric Tests:	Week commencing 4 August 2025
Staff & Stakeholder Engagement Exercise:	Week commencing 11 August 2025
Informal Conversation with Cabinet Secretary for Health and Social Care:	Between 11 – 22 August 2025
Interview:	Week commencing 25 August 2025

The Selection Panel



Professor Lucy Chappell - DHSC Chief Scientific Adviser and CEO of the NIHR

Professor Lucy Chappell is Chief Scientific Adviser to the Department of Health and Social Care and Chief Executive Officer of the National Institute for Health and Care Research (NIHR), the UK's largest funder of health and care research. The Chief Scientific Adviser has overall responsibility for DHSC research and development and for supporting analysis and life sciences across the Department. Prof Chappell provides science advice to ministers across the range of health topics and is involved in cross-government science policy.

Prof Chappell is also Professor of Obstetrics at King's College London, working mainly in clinical trials in pregnancy, and a practising Consultant Obstetrician at Guy's and St Thomas' NHS Foundation Trust.



Professor Isabel Oliver – Chief Medical Officer for Wales, Welsh Government

Professor Oliver started her career working in acute hospital medicine in the West Midlands and the South West of England, before pursuing a career in public health. She is the previous Director General of Science and Research & Chief Scientific Officer at the UK Health Security Agency (UKHSA). Prior to her role in UKHSA, she was Director of National Infection Service at Public Health England (PHE).

She is also co-director of the National Institute for Health Research, Health Protection Research Unit on Behavioural Science and Evaluation at the University of Bristol, and an honorary professor at University College, London.



Dom Houlihan – Welsh Government Director of People and Places (Chair)

Dom is the Director of People & Places, leading a directorate which includes HR, Estates, Security, Public Bodies, and Translation Services. Dom joined Welsh Government from the House of Lords Administration where he was the Executive Director and board member for HR covering a range of people services across the Lords and on wider bicameral matters.

Prior to that, Dom was part of the executive board of the UK Intellectual Property Office as their Director of People, Places and Services (covering HR, Estates, Security and Governance). Dom has also worked in a variety of HR roles across the Office for National Statistics and the Senedd Commission. Dom is a Chartered Fellow of the CIPD and lives in Cardiff with his husband, their young son, and is a keen Welsh learner.



Judith Paget CBE – Welsh Government Director General of Health and Social Services/Chief Executive NHS Wales

Judith was appointed to the role of Interim Director General of Health and Social Services/Chief Executive NHS Wales in November 2021 and substantively appointed into the role in June 2023. Her role includes both supporting Ministerial priorities for health and social care within the Civil Service structures, and the leadership and oversight of NHS Wales.

Judith's previous post was as Chief Executive of Aneurin Bevan University Health Board. Judith joined the Health Board as Director of Planning & Operations on 1st October 2009 and subsequently became Chief Operating Officer/Deputy CEO before her appointment as Chief Executive in October 2014.

Judith has worked in the NHS since 1980 and has undertaken a variety of operational, planning and commissioning roles in a number of NHS organisations across south, mid and west Wales. Judith was appointed to her first CEO role in April 2003. Judith has a keen interest in partnership working across public services; primary care and community development; value based healthcare and staff development and engagement.

Equality, Diversity & Inclusion

The Welsh Government is committed to providing services which embrace diversity and promote equality of opportunity. Our goal is to ensure that these commitments are embedded in our day-to-day working practices with our customers, colleagues and partners. The Board has an Equality Champion and has regular updates on equality and diversity. We are committed to recruiting women, Black, Asian and Minority Ethnic people and disabled people, who are currently under-represented in the Senior Civil Service.

We are committed to increasing diversity, removing barriers and supporting all our staff to reach their potential. We are a Stonewall Diversity Champion and a Disability Confident Level 3 (Leader) organisation. Key to supporting this work and providing peer support are five Board sponsored staff networks: Disability Awareness and Support; Minority Ethic Support Network; Mind Matters (mental health and well-being); PRISM (lesbian, gay, bisexual, transgender, intersex +) and Women Together.

A Great Place to Work for Veterans

This opportunity is part of the **Great Place to Work for Veterans** initiative.

Disability Confident Interview Scheme

We are committed to the employment and career development of disabled people. As part of our commitment to encouraging disabled people to apply to the Welsh Government we will offer an interview to disabled people who meet the minimum requirements for the role. You must provide evidence in your application which demonstrates that you generally meet the level of competence for the role and any essential qualifications, skills or experience.

The Welsh Government has adopted the social model definition of disability, which recognises that barriers in society act to disable people who have impairments or health conditions, who are neurodivergent or who use British Sign Language. We are committed to removing barriers so that all (or potential new) staff can perform at their best. The Equality Act 2010 uses the medical model definition of disability ("a physical or mental impairment which has a substantial and long-term impact on a person's ability to carry out normal day to day activities"). If you have an impairment or health condition, are neurodivergent or use British Sign Language and need to discuss adjustments for any part of this recruitment process, or if you wish to discuss how we will make adjustments if you were to be successful, please contact SCSRecruitment@gov.wales.

Benefits of Working at the Welsh Government

Working Hours

This is a full-time, job-share or part-time position, at 0.8 or 0.9 FTE to allow candidates to continue an association or position within an academic institution during the duration of their roles. It is expected that if you apply as a job share, this arrangement is in place when submitting your application and please make it clear on your application forms that you are applying as part of a job share. Candidates who apply as part of a job share will be interviewed both separately and as a team. Both candidates will need to demonstrate the appropriate level of professional skills and qualifications for the role.

Hybrid Working

The Welsh Government actively encourages hybrid working; this means focusing on how you use your time, and where and how you work to meet business needs in the most productive way. We provide people with considerable flexibility and the expectation is that teams will work both remotely and, in the office, to maximise the benefits of hybrid working. Smart, flexible working is becoming a permanent feature of working life in Wales and the Welsh Government will lead the way in this.

Benefits

- Civil Service pension scheme: https://www.civilservicepensionscheme.org.uk
- Occupational Health Services, including counselling and eye care provision.
- Leave provisions including carers' leave, paid and unpaid maternity leave, flexible paid paternity leave, flexible paid adoption leave and shared parental leave.

Annual Leave Entitlement

Your annual leave entitlement depends on your length of service ranging from 25 to 30 days. If you are an existing civil servant and you are promoted into or move within the Senior Civil Service, your annual leave allowance is based on your period of continuous employment in the Civil Service.

The successful candidate will be appointed on the modernised Senior Civil Service terms and conditions.

FAQs

1. What nationality do I need to hold to apply?

Information on nationality requirements is available here. The role is broadly open to:

- 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 settled or pre-settled status or who apply for either status by the deadline of 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

2. Who can apply for this role?

The role is available to permanent UK Civil Service employees (recruited through fair and open competition) on a lateral and promotion basis. The role is also available to those who wish to join the Civil Service and those who wish to apply on a secondment or loan basis for up to two years initially.

As part of your application, you will be asked questions to determine if you are eligible to apply for this role. You will be asked to confirm your nationality details and that you are legally allowed to work in the UK; this is a requirement for working in the Civil Service. If you do not meet the eligibility criteria, your application will not be taken further. If it becomes apparent at a later stage that you are not eligible to apply, your application may be withdrawn or offer retracted.

3. Is this post covered by the Official Secrets Act?

Yes.

4. Is security clearance required?

If successful you must hold, or be willing to obtain, security clearance up to Security Check (SC) level .A more advanced vetting level, for example Developed Vetting (DV) may be required at a later date; candidates must be willing to obtain such vetting should the need arise. More information about the vetting process can be found here: United Kingdom Security Vetting: clearance levels - GOV.UK (www.gov.uk). The timescales for security clearance vary but, after receiving completed paperwork, it can take 10 to 12 weeks.

5. Is this post covered by the Civil Service Code?

Yes. All civil servants are expected to conduct themselves in accordance with the Civil Service Code.

6. Will this role be overseen by the Civil Service Commission?

Yes. As this is a senior post in the Civil Service, a Commissioner will oversee the recruitment process and chair the selection panel. Further information is available here.

7. What do I do if I want to make a complaint?

Our recruitment processes are underpinned by the principle of selection for appointment on merit on the basis of fair and open competition as outlined in the <u>Civil Service Commissioners' Recruitment Principles</u>. If you feel your application has not been treated in accordance with these Principles and you want to make a complaint, please contact <u>SCSRecruitment@gov.wales</u>.

8. What do I do if I think that I have a conflict of interest?

You are required to declare any interests that you may have that might cause questions to be raised about your approach to the business of the Welsh Government. You are required to declare any relevant business interests, shareholdings, positions of authority, retainers, consultancy arrangements or other connections with commercial, public or voluntary bodies, both for you and your spouse/partner. If successful, you will be required to give up any conflicting interests and your other business and financial interests may be published.

9. Can I claim for relocation expenses?

Relocation expenses of up to £8,000 may be payable.

10. Who do I contact to discuss the role or if I have any questions?

Please contact us on SCSRecruitment@gov.wales if you have any questions or to discuss this role further with our Recruitment team or to arrange a discussion with Prof Isabel Oliver, Chief Medical Officer.