



Department for  
Digital, Culture,  
Media & Sport



# TRUSTEES APPLICATION PACK



INCLUSIVE  
BOARDS

# CHAIR MESSAGE



## **Welcome to the UK Cyber Security Council.**

This is an exciting time for the UK cyber security profession and the UK Cyber Security Council. As a Council Trustee, you have the opportunity to play a pivotal role in establishing the Council as a leader in the profession and influencing its standing and reputation within the UK and globally.

The Council is currently a private company limited by guarantee, registered with Companies House in England and Wales; although we are currently seeking a Royal Charter. We are also in the process of applying for registration as a charity with the Charity Commission for England and Wales. The Council is currently being funded by the Government Department for Digital, Media, Culture and Sport (DCMS) and, although it was incorporated on the 21 August 2020, only started operating independently in April 2021. As yet, it has not filed any management or financial accounts, reports or statements.

The Council has been created through an initiative arising from the Government's Cyber Security Skills Strategy with the primary aim of addressing four key pillars:

- Clarifying career paths and qualifications
- Defining and promoting professional ethics
- Establishing, maintaining and promoting professional standards
- Encouraging diversity and wider engagement in the profession
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Developed by a consortium-led Project, the foundations for these activities, and for the operational Council, were delivered on 31 March 2021; handing over at that time to the initial four Trustees and an interim CEO and transitional staff team.

The UK Government continues to strongly support the Council to work in partnership with them and the National Cyber Security Centre to continue defining objectives for the cyber security profession and the role of the Council as the professional standards-setting body for the sector in the UK.

Along with the initial four Trustees and a further four to be recruited next year, you will be instrumental in ensuring that the Council delivers its charitable objectives, and values equality, diversity and inclusion. You will act with integrity, fairness and impartiality, and will be informed, collaborative, straightforward, honest, lawful, and accountable in all your dealings, decisions and actions. You will work in collaboration with the Chief Executive and staff to deliver our vision and mission.

Your initial priorities will be to embed organisational excellence, support the attraction of diverse and wide-spanning membership that establishes the Council as the respected and credible self-regulating body for the profession. Crucially you will ensure that the Council meets its regulatory requirements and delivers public benefit.

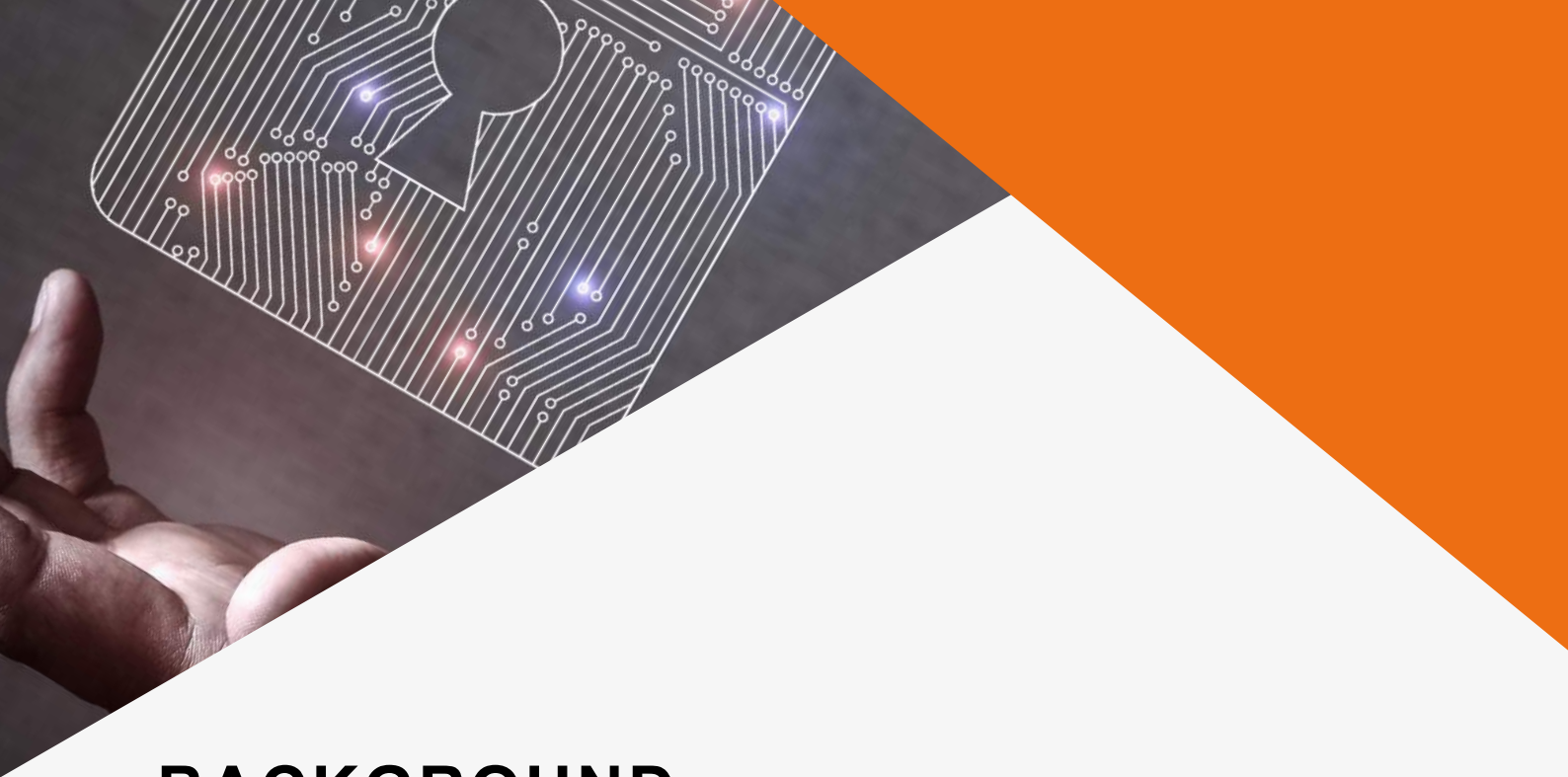
At present, the focus for the Board of Trustees is to appoint a Chief Executive Officer (expected in the coming months) and formalise the Council's governance, strategies, policies and operational capability, so that it may start to focus on building its wider stakeholder engagement, start to accept membership applications (from 1st September) and drive forward the next steps in delivering against the four pillars.

These first years of the Council will be busy, and the most exciting opportunity to shape the UK cyber security profession. We hope you will consider joining us on this wonderful journey.

Yours sincerely

Claudia Natanson  
Chair of the Board of Trustees,  
UK Cyber Security Council





# BACKGROUND

Following publication of the National Cyber Security Strategy (NCSS) in 2016, the Government engaged extensively with industry, professional organisations, students, employers, existing cyber security professionals and academia to better understand the nature of the cyber security skills challenge. This revealed a high demand for cyber security capability with respect to improved levels of digital literacy and skilled cyber security professionals. An Initial National Cyber Security Skills Strategy was published in December 2018 to begin to address strategic outcome 9 of the NCSS, which is to ensure that:

“the UK has a sustainable supply of home-grown cyber skilled professionals to meet the growing demands of an increasingly digital economy, in both the public and private sectors, and defence.”

The creation of a new, independent UK Cyber Security Council (The Council) to co-ordinate the delivery of the required improvements in the UK cyber security community, was identified as an ambition of the Government in the Initial Cyber Security Skills Strategy. This has now been delivered through a project to create the building blocks from which the Council can now operate as an independent body, partnering with Government, industry, academe and other stakeholders to develop and deliver a shared strategy for raising standards in the cyber security profession in the UK, and wider.

The intention for the Council is that it will “embolden the profession to structure and develop itself in a way that meets current and future demands”.

The Council is now in its first months of independent operation, having recruited its first four Trustees at the end of 2020, and it looking to expand the Board as its next step in creating an effective governance.

# OBJECTIVE

Four Trustees are sought to join the existing Board and newly appointed Chief Executive (currently being recruited) in further developing the Council's strategy and growing awareness of, and engagement with, the Council amongst key stakeholders. This will include the first members of the Council from September 2021.

To be a Trustee of the Council is an exciting and fulfilling role. The most effective Boards are ones which benefit from individuals from a diverse range of backgrounds, experiences and skill sets. This role presents the opportunity to support the early growth of an important new organisation for the benefit of the Cyber Security profession within the UK. The role of a Trustee is to ensure that the Council fulfils its duty to its beneficiaries and delivers its vision, mission and values.

# VISION

The Council overriding vision is to be the independent, self-regulatory standards membership body that promotes and develops the Cyber Security Profession to meet the current and future skills need. It will create an open, inclusive and objective culture to inspire, inform and advance public cyber security awareness and knowledge and be the reference point for cyber security professional standards, competence and commitment to influence cyber security best practices and defences for public benefit in the UK and beyond.

**Governing voice for the  
cyber security profession.**

**Gold standard for  
expertise, excellence and  
professional conduct in  
cyber security  
professionals**

**Publicly trusted and an  
exemplar for cyber  
security standards,  
practices and guidance**

# VALUES

The Council will promote high standards of practice in the cyber security profession, by advancing education in the subject of cyber security and through the development, promotion and stewardship of nationally recognised standards for cyber security.

The Trustees will be instrumental in ensuring that The Council values equality, diversity and inclusion, acts with integrity, fairness and impartiality, and is informed, collaborative, straightforward, honest, lawful, and accountable in all its dealings, decisions and actions. Their initial priorities will be to embed organisational excellence, attract diverse and wide spanning membership, and deliver world renowned professional standards that collectively establishes The Council as the respected and credible self-regulating body for the cyber security profession.



OBJECTIVE

INCLUSIVE

PROGRESSIVE

CREDIBLE

EXCELLENCE



# MISSION

-  Inspire, inform and advance public cyber security awareness and knowledge
-  Create an open, inclusive and professional cyber security culture
-  Influence cyber security best practices and defences that prospectively benefit the public in the UK and beyond
-  Act as the reference point for the cyber security professional standards, competence and commitment

# ROLES & RESPONSIBILITIES

**The statutory duties of a Trustee are:**

- To ensure the organisation complies with its governing document - sometimes known as a trust deed, constitution, or articles of association.
- To ensure that the organisation pursues its objectives as defined in its governing document.
- To ensure the delivery of public benefit.
- To ensure the organisation applies its resources exclusively in pursuance of its objectives - the charity must not spend money on activities which are not included in its own objectives, no matter how 'charitable' and 'worthwhile' those activities are.
- To contribute actively to the Board's role in giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
- To safeguard the good name and values of the organisation.
- To ensure the effective and efficient administration of the organisation.
- To ensure the financial stability of the organisation.
- To protect and manage the property of the organisation and to ensure the proper investment of the organisation's funds.
- If the organisation employs staff, to appoint the Chief Executive Officer and monitor his or her performance.

**In addition, with other Trustees to hold the charity “in trust” for current and future beneficiaries by:**

- Ensuring that the charity has a clear vision, mission and strategic direction and is focused on achieving these.
- Being responsible for the performance of the charity and for its “corporate” behaviour; ensuring that the charity complies with all legal and regulatory requirements.
- Acting as guardians of the charity's assets, both tangible and intangible, taking all due care over their security, deployment and proper application.
- Ensuring that the charity's governance is of the highest possible standard.

All Trustees, should also be aware of, and understand, their individual and collective responsibilities, and should not be overly reliant on one or more individual trustees in any particular aspect of the governance of the charity.

As well as the various statutory duties, any trustee should make full use of any specific skills, knowledge or experience to help the board make good decisions.

The above list of duties is indicative only and not exhaustive. The Trustee will be expected to perform all such additional duties as are reasonably commensurate with the role.



# OUR COMMITMENT TO DIVERSITY & INCLUSION

The Council is committed to developing and maintaining a board of Trustees that is truly representative of its UK wide reach; demonstrating diversity with regard to gender identity, ethnicity, religion, sexual orientation age, disability, geography, and other differences. The Council is committed to ensuring its board membership includes the depth and breadth of both professional and personal experience required to provide the organisation with the strategic direction and scrutiny required for it to succeed. We are committed to inclusive working practices, and during the recruitment process we commit to:

- Paying for childcare whilst you are at interviews where these take place in person.
- Paying for your travel costs to the office and back for interviews held in person.
- Making any reasonable adjustments – for example ensuring we have a sign language interpreter organised in advance if you'd like them.
- Providing this document in a Word document format readily available to download.
- Offering a guaranteed first stage interview with Inclusive Boards for disabled candidates who meet the minimum requirements for the role.

**If there is anything else you are concerned about or think we could provide, please let us know.**

# ROLE PROFILE

We are looking for candidates who have a strong empathy with our vision and mission combined with an in-depth understanding of our work and ambitions. Previous Trustee experience, as well as an understanding of the culture and needs of mission-and values-driven organisations, are particularly sought.

The Council is looking to appoint four Trustees to complement and build upon the strengths of our existing Trustees. A cyber security background is not essential, nor is it necessary to be a 'technical expert'.

The Council is looking to appoint four Trustees. This is an exciting opportunity to set the stage for what cyber security can look like in the UK and the tone globally.

## **Core Criteria:**

- Excellent communication and influencing skills to promote the interests of the Council.
- Be a recognised leader in their field.
- A collaborative approach and openness to other views and feedback on own contribution.
- Experience/knowledge of charity governance.
- An ability to think diversely, produce innovative ideas and challenge existing thinking and perspective.
- Commitment to the Council's mission and values.
- Commitment to delivering public good.
- Commitment to bringing high standards of ethics and transparency to the Council's governance.
- Commitment to inclusion and diversity.

## **In addition, we would be particularly interested in those who can bring one or more of the following specialist skills:**

- An understanding of the issues relating to the setting, maintenance, assessment and promotion of, and ensuring compliance with, professional standards.
- An understanding of the UK education and training environment (and wider if possible). This should include a strategic perspective as well as encompassing qualification frameworks, curricula and assessment methods.
- Experience in start-up and early years businesses and a focus on the issues of diversification and management of income streams, and the assessment and management of risk.
- Understanding of legal issues especially in relation to professional regulation, standards and charity governance.
- An understanding of the development and application of professional ethics.



# ADDITIONAL INFORMATION

## Terms:

- The charity's Trustees will serve a term of three years with terms starting on 1st October. All Trustees will be eligible to stand for re-appointment once their term is complete, in line with the provisions in the Articles of Association.

## Time Commitment:

- Trustees are expected to prepare for and attend all board meetings.
- In order to deliver your role as Trustees of a new organisation, you will need to dedicate time for the following activities, which may amount to circa 1.5 - 2 days/month:
  - \* Board meetings.
  - \* Board meeting preparation and follow-ups.
  - \* Supporting the project team
  - \* Recruiting the Chief Executive
  - \* Other relevant activities as required.

## Remuneration:

- This role is unremunerated but reasonable expenses will be covered.

## Questions:

- If you want to have an informal conversation about the role before making an application please contact Ros Hollinghurst on 0207 267 8369 or [TheCouncil@inclusiveboards.co.uk](mailto:TheCouncil@inclusiveboards.co.uk)

## Timetable:

- Deadline: 27th June 2021, 23:59.

# HOW TO APPLY

The recruitment process is being undertaken by Inclusive Boards on behalf of The Council. If you wish to apply for this position, please supply the following:

- A detailed CV setting out your career history, with responsibilities and achievements, ideally no more than 2 pages.
- A covering letter (maximum two sides) highlighting your suitability for the role that you are interested in and how you meet the person specification. Please note that the covering letter is an important part of your application and will be assessed as part of your full application.
- Please provide details of two professional referees together with a brief statement of their relationship to you and over what period of time they have known you. Referees will not be contacted without your prior consent.
- Diversity monitoring form – your data will be stored separately from your application and will at no time be connected to you or your application.

Please send your CV and cover letter to: [TheCouncil@inclusiveboards.co.uk](mailto:TheCouncil@inclusiveboards.co.uk)