



HM Prison & Probation Service

HQ Job Description (JD)

Band 8

Directorate: Security, Order and Counter Terrorism

Job Description – JEXU Counter-Terrorism Specialist

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Job Description

Job Title	JEXU Counter-Terrorism Specialist
Directorate	Security, Order and Counter Terrorism
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Overview of the job	<p>The Joint Extremism Unit (JEXU) is jointly run by HM Prisons and Probation Service (HMPPS) and the Home Office, Office of Security and Counter Terrorism (OSCT) and is the strategic centre for all counter-terrorism work in HMPPS. It has oversight of delivery across the end-to-end offender management process, including probation. The unit drives closer working with strategic policy and law enforcement partners, with HMPPS retaining its responsibility for operational management decisions, and Home Office for counter-terrorism and counter-extremism policy across government.</p> <p>The unit encompasses the entire policy making process, from strategy to operational delivery and consists of a mix of policy officials and operational staff across England and Wales.</p> <p>JEXU is currently introducing, reviewing and developing a number of counter-terrorism policies, the design and implementation of which will require leadership, specialist knowledge and understanding of extremism and terrorism. The post holder will manage a small team dedicated to developing and delivering counter-terrorism policy. They will be managed by the Policy and Projects Team lead who will support the post holder to present developments to JEXU Senior Management Team and the post holder will have regular sessions with the Head of JEXU.</p>
Summary	<p>The post holder will focus on developing JEXU policies and reviewing and evaluating existing policy. Working closely with multiple stakeholders across government and academia is essential. Core stakeholders include Whitehall departments, Joint Terrorism Analysis Centre (JTAC), police, Charity Commission, Ofcom, local authorities and community leaders.</p> <p>The post holder will manage their team to conduct research, analysis and evaluation of policy areas which include; strengthening vetting of staff, reviewing engagement with external groups and charities and continuing to develop interventions to lead offenders away from extremism in prisons.</p>
Responsibilities, Activities and Duties	<p>The post holder will be required to carry out the following responsibilities, activities and duties:</p> <ul style="list-style-type: none"> • The post requires expertise in Islamist and Right Wing Terrorist ideology, extremist narratives, groups and networks in the UK. • To lead in the creation, development and analysis of policy designed to identify and counter terrorism and extremism in prisons and probation. • To commission and oversee quality research and analysis within JEXU and work closely with relevant departments across government to ensure a consistent approach to counter-terrorism. • To deliver a project management approach to policy areas. • To act as a point of expertise on Islamist extremist individuals, groups and ideologies in the UK; including briefing a wide range of audiences across governments and partners on the outcome of research. • Developing a system to ensure JEXU is kept up-to-date with relevant think-tank and academic research and analysis in the subject area. • To deliver excellent line management and leadership duties.

	<ul style="list-style-type: none"> An ability to fulfil all spoken aspects of the role with confidence through the medium of English. <p>The duties/responsibilities listed above describe the post as it is at present and is not intended to be exhaustive. The post holder is expected to accept reasonable alterations and additional tasks of a similar level that may be necessary. Significant adjustments may require re-examination under the Job Evaluation Scheme and shall be discussed in the first instance with the post holder.</p>
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Behaviours	<ul style="list-style-type: none"> Seeing the Big Picture Making Effective Decisions Communicating and Influencing Working Together
Strengths	It is advised strengths are chosen locally, recommended 4-8.
Experience	<p>Essential understanding of Islamist and Right Wing Terrorist ideology, extremist narratives, groups and networks in the UK, including knowledge and understanding of the following:</p> <ul style="list-style-type: none"> Government Counter Extremism Strategy and Prevent Strategy Extremist networks and groups currently active in the UK Key Islamist and Right Wing Terrorism narratives, and how they are used in a modern UK context by various groups/individuals The history of how UK-based jihadist and political Islamist networks developed from 1980s to today <p>Proven experience of:</p> <ul style="list-style-type: none"> Employment in counter-extremism and/or counter terrorism work A project management approach to policy delivery Conducting and editing research, analysis and/or policy papers Delivering excellent writing, research and data analysis skills <p>We would also like to know details of any published quality work on the subject (e.g. research papers, books, op-eds), any media appearances or any other achievements that may be relevant to the role.</p> <p>The successful candidate will need to go through SC clearance.</p>
Technical Requirements	
Ability	Fluent Arabic reading/speaking is desirable.

Minimum Eligibility	<ul style="list-style-type: none"> All candidates are subject to security and identity checks prior to taking up post. All external candidates are subject to 6 months' probation. Internal candidates are subject to probation if they have not already served a probationary period within HMPPS. All staff are required to declare whether they are a member of a group or organisation which HMPPS consider to be racist.
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Hours of Work (Unsocial Hours) Allowances	<p><i>Leave Blank</i></p> <p>To be used by the JES Team only</p>
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Success Profile

Behaviours	Strengths It is advised strengths are chosen locally, recommended 4-8	Ability	Experience	Technical
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Seeing the Big Picture		Fluent Arabic reading/ speaking is desirable.	Essential understanding of Islamist and Right Wing Terrorist ideology, extremist narratives, groups and networks in the UK, including knowledge and understanding of the following: <ul style="list-style-type: none"> Government Counter Extremism Strategy and Prevent Strategy Extremist networks and groups currently active in the UK Key Islamist and Right Wing Terrorism narratives, and how they are used in a modern UK context by various groups/individuals The history of how UK-based jihadist and political Islamist networks developed from 1980s to today 	
Making Effective Decisions			Proven experience of: <ul style="list-style-type: none"> Employment in counter-extremism and/or counter terrorism work A project management approach to policy delivery 	

			<ul style="list-style-type: none"> • Conducting and editing research, analysis and/or policy papers • Delivering excellent writing, research and data analysis skills 	
Communicating and Influencing			We would also like to know details of any published quality work on the subject (e.g. research papers, books, op-eds), any media appearances or any other achievements that may be relevant to the role.	
Working Together			The successful candidate will need to go through SC clearance.	