

Criminal Justice System Dataset Delivery Manager

Location: National

Closing Date: 2nd June 2025

Interviews: from 26th June onwards (this may be subject to change)

Grade: SEO

(MoJ candidates who are on a specialist grade, will be able to retain this grade on lateral transfer)

Salary: £41,463 – £45,276 (National) or £47,657 - £52,040 (London)

Working pattern: full-time, part-time, flexible working

Contract Type: Permanent

***We offer a hybrid working model, allowing for a balance between remote work and time spent in your local office. Office locations can be found [ON THIS MAP](#)**

The Role

We're recruiting for a **Criminal Justice System Dataset Delivery Manager** here at the [Ministry of Justice](#), to be part of our warm and collaborative **Criminal Justice System Data Improvement Programme** team.

About the Team

The CJS Data Improvement Programme is a joint initiative led by the Ministry of Justice and Home Office, in close partnership with the Crown Prosecution Service, to transform how we use data across the criminal justice system. In the short term, we are creating new tools and ways of working that will help join up data between different parts of the CJS, making it easier to understand how individuals flow through the system from offence through to sentencing, prison, and probation. This will help decision-makers across the system make better informed and evidenced choices about policies and services. Our long-term vision is to work with CJS stakeholders to shape an ambitious future strategy for CJS data.

For further information, read our blog from last year on [Improving Data in the Criminal Justice System](#).

Why join us?

We are driving ambitious strategic change, delivering innovative data projects and having impact and influence across the CJS data space - making this an incredibly exciting programme to be part of.

- **Strong Support:** This is an opportunity to work on a high-profile programme with significant ministerial interest and support to improve how data is linked, shared, and accessed across the CJS.
- **Transformational Impact:** Our programme is delivering trailblazing ambitions. For example, development of our linked cross-CJS dataset will open up a world of linked data that hasn't been explored before, which will greatly enhance our understanding of the CJS and will directly influence strategic, policy and operational decisions.
- **Cross-Government Collaboration:** The role provides significant opportunity to work with stakeholders across the CJS, including the Police, Home Office, Crown Prosecution Service, as well as wider government such as Number 10, Cabinet Office, Treasury, and Ministry of Justice partners such as HMCTS and HMPPS. Your work will cross departmental boundaries and provide excellent opportunities to lead on joint stakeholder initiatives.

Why Work in the Data Directorate?

The CJS Data Improvement Programme sits within the Data Directorate. We are committed to creating an environment where all our people feel valued for who they are and the work they contribute. Working in the Data Directorate offers the opportunity to be at the forefront of data transformation in government, while being part of an inclusive workplace that provides flexible working arrangements and competitive benefits as part of our people offer.

Key Responsibilities:

You will be responsible for the delivery of the cross-Criminal Justice System (CJS) dataset. This dataset is a flagship initiative with senior interest, and offers the opportunity to demonstrate strategic delivery, and build relationships across departmental boundaries. An alpha test phase of the dataset already exists and some initial analysis and insights have been produced. You will be responsible for concluding this phase, and then you will contribute to the planning and design of the beta phase, which is currently underway. This will involve:

- Shaping and refining requirements for the cross-CJS dataset by working collaboratively with data science, analytical, and policy teams
- Leading the delivery of these requirements through effective project management
- Providing regular briefings and presentations on the cross-CJS dataset to a range of audiences, including senior leaders and cross-CJS stakeholders
- Supporting the documentation and sharing of key outputs from the cross-CJS dataset
- Proactively identifying and managing delivery risks, maintaining risk registers and other core project management documents

Person Specification

Essential criteria

- Proven ability to confidently and independently deliver data or technology-related projects
- Proven ability to build cross-organisational relationships, including managing diverse stakeholders to foster collaboration
- Strong data literacy, supported by experience working in data or technology
- Experience gathering and defining project requirements through stakeholder engagement and analysis of user needs
- Experience influencing and delivering the strategic direction of work
- Have experience and confidence in presenting and communicating with both senior and technical audiences, both written and orally

If this feels like an exciting challenge, something you are enthusiastic about, and want to join our team please read on and apply!

The Civil Service is committed to attract, retain and invest in talent wherever it is found. To learn more please see the [Civil Service People Plan](#) and the [Civil Service D&I Strategy](#).

Benefits

- 37 hours per week and flexible working options including working from home, working part-time, job sharing, or working compressed hours.
- A £1k per person learning budget is in place to support all our people, with access to best in class conferences and seminars, accreditation with professional bodies, fully funded vocational programmes and e-learning platforms
- Staff have 10% time to dedicate to develop & grow
- Generous [civil service pension](#) based on defined benefit scheme, with employer contributions of 28.97% from April 1st 2024 ([Contribution Rates](#))
- 25 days leave (plus bank holidays) and 1 privilege day usually taken around the Kings' birthday. 5 additional days of leave once you have reached 5 years of service.
- Compassionate maternity, adoption, and shared parental leave policies, with up to 26 weeks leave at full pay, 13 weeks with partial pay, and 13 weeks further leave. And maternity support/paternity leave at full pay for 2 weeks, too!
- Wellbeing support including access to the Calm app.
- Bike loans up to £2500 and secure bike parking (subject to availability and location)
- Season ticket loans, childcare vouchers and eye-care vouchers.
- 5 days volunteering paid leave.

- Free membership to BCS, the Chartered Institute for IT.
- Some offices may have a subsidised onsite Gym.

How to Apply

Candidates must submit an anonymised CV, personal statement (max 750 words) and a lead criterion (max 250 words), which describes how you meet the requirements set out in the Person Specification above.

Should we receive a high volume of applications, a pre-sift based on the lead criterion (Proven ability to confidently and independently deliver data or technology-related projects) will be conducted.

We are recruiting using the [Success Profiles](#) Framework. We will assess your Experience and the following Behaviours during the assessment process:

- Working Together
- Communicating and Influencing
- Changing and Improving
- Seeing the bigger picture

A diverse panel will review your application against the Person Specification above.

Successful candidates who meet the required standard will then be invited to a 1-hour panel interview held via video conference. Candidates will also be required to provide a 5-minute presentation during the interview stage.

Should you be unsuccessful in the role that you have applied for but demonstrate the capability for a role at a lower level, we reserve the right to discuss this opportunity with you and offer you the position without needing a further application.

A reserve list may be held for up to 12 months, from which further appointments may be made.

Terms & Conditions

Please review our [Terms & Conditions](#) which set out how we recruit and provide further information related to the role and salary arrangements.

If you have any questions, please feel free to contact recruitment@digital.justice.gov.uk