

From: [REDACTED]
To: [Coyle, Margaret](#)
Cc: [REDACTED]
Subject: RE: IRC252821 - Approval to run a Trawl
Date: 04 December 2019 16:18:20

Margaret

Apologies, that was a typo on the second last question. It should of course just read 'Have the business area appointed other SO's through means other than a trawl competition?'

Can you comment on this please?

Thanks

[REDACTED]

From: Coyle, Margaret
Sent: 04 December 2019 16:09
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: IRC252821 - Approval to run a Trawl

[REDACTED]

I hope I've covered most of the points you have raised below. Responses in red. As a result of my considering your questions I have realised the importance of the public service pensions knowledge and the successful candidate being able to hit the ground running so to speak which is the reason for the trawl. I have amended the CIB to address this issue. See attached.

I will ring you to discuss if you think that would be helpful.

Margaret

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From: [REDACTED]
Sent: 02 December 2019 09:40
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Cc: [REDACTED]
Subject: IRC252821 - Approval to run a Trawl

Margaret

In relation to the above, all Trawls need to be approved by a DP within NICS HR Vacancy Management. In order to consider the request they require a response to the following generic questions:

- Has the Business area considered other means to fill the post?

We did not think other means would be appropriate as an in depth knowledge and experience of an occupational pension scheme is critical for this post. With the current backlog of work we do not have the choice to await someone without pension knowledge to receive the required training.

- Why are the proposed eligibility criteria essential?

The successful applicant will be required to develop policy, procedures and detailed documentation and a large part of the post will be to deliver member and employer presentations. This can only be achieved by having the pensions knowledge to deliver.

- The type and duration of training required for staff without specialist qualifications, skills, experience etc to carry out the role.

To enable the successful candidate to competently deliver the required role for this post would require at least 1-2 years training and skills base.

- Why could an applicant, who does not possess these qualifications, skills, experience etc, not perform the job satisfactorily?

The successful applicant will be required to deliver presentations to a diverse group of members including senior civil servants and therefore must be able to reply to many complex pension queries which can only be delivered through years of pension experience.

- Will successful applicants receive full training?

Most likely a short period of training (if required) as the intention would be that they can become effective in the post almost immediately.

- Have business area appointed other SO Project Leaders through means other than a trawl competition? If so, why would this not be appropriate in this case?

I do not see this post as a Project Leader but more a Pensions Communications Leader. Can discuss in more detail if helpful.

- Who is the potential candidate pool? In setting the eligibility/shortlisting criteria do not want to leave the candidate pool too restricted.

Applicants with practical working experience in public service pensions. This opens the criteria to all staff employed in any of the public service pension schemes. The direct communications with stakeholders covers any customer/employer engagement. Also a knowledge of publishing Departmental literature and maintenance of a website would also be helpful.

Thanks



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