**Job Profile**

**Job Title: Information Security Manager**

**Job Grade: Level 6, Zone 1**

**About Camden**

‘Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. Because, we’re not just home to UK’s fast-growing economy. We’re home to the most important conversations happening today. And we’re making radical social change a reality, so that nobody gets left behind. Here’s where you can help decide a better future for us all.

A key part of our Digital and Data Services (DDS) division, our Technology Service provides secure, innovative, efficient and scalable technology solutions that empower our Staff and our Citizens. We are a team of collaborators and knowledge sharers working in an agile, fast-paced environment.

**About the role**

The Information Security Manager be the strategic lead for the Council's approach to Information Security, including Compliance and Cyber Security Operations. You will work at all levels of the organisation providing expert advice on the selection, design, justification, implementation and operation of all information security controls and management strategies to maintain the confidentiality, integrity, availability, accountability and relevant compliance of information systems.

An excellent communicator and influencer, you will collaborate with key stakeholders across Camden, including the Corporate Information Governance Team and the Internal Audit and Risk Management Teams, to ensure a holistic approach to Information security. A vital responsibility of the role is to design and establish a formal Information Security Management System (ISMS) to understand, manage and mitigate Camden's InfoSec's risks, feeding into all areas of DDS. Acting as a figurehead, the Information Security Manager will play a key role in ensuring that Information Security is part of the Council's culture through leadership, awareness campaigns and business partnering.

Tasks will include but are not limited to:

* Within a budgetary framework, take the lead responsibility for the Information Security operation, where the measure of success depends on achieving business goals, performance targets and agreed service levels, and the successful technical implementation or use of information systems.
* Influence the strategic direction and take responsibility for the full range of Information Security functions, including collaborating with business stakeholders (including the DPO) to deliver a holistic organisational approach to Information Security.
* Provide leadership to ensure that consideration for information security is embedded within the Council's culture, encouraging security-by-design and engaging our employees and citizens through innovative awareness campaigns.
* Create and maintain an overall Information Security strategy and roadmap contributing to the overall Technology Management Team delivery strategy and the wider Camden Digital vision.
* Ensure that all appropriate policies, technical standards, controls and monitoring processes are in place for the Council's information systems to ensure effective confidentiality, integrity and availability (CIA). These controls and policies should adhere to ISO 27001 Annex A, ISO Annex SL, PCI-DSS and PSN.
* Establish and maintain a Cyber Incident Response Plan for Camden.
* Support the council to ensure compliance with GDPR and lead our journey towards ISO27001 compliance. Manage and monitor the councils Quality Management Systems for data handling.
* Provide leadership to deliver the service culture required to deliver required organisational outcomes, including a more self-help approach to learning by all users. Give technical leadership to operational staff to enable effective service delivery of Information Security function.
* Take responsibility for major decision making in the planning of information security controls, taking account of the need for quality, security, availability, reliability, integrity, agility, and safety, and utilising (as appropriate) specialised techniques, tools, methods or standards.
* Support and assist in developing Disaster Recovery plans ensuring these are consistent with the Corporate Business Continuity Plan.

**About you**

You will have extensive experience managing an Information Security function and delivering services in a complex organisation. You will be an excellent communicator and influencer, confident to use your skills and experience to lead Camden's approach in this critical area, ensuring that our data remains secure and that we make decisions based on risk. Staying ahead of criminals is a significant part of the job, and you will be passionate about leading our approach to protecting Camden's information assets and systems.

You will be an experienced problem solver who can work on your initiative and with others to identify creative and innovative solutions. You will also be adaptable and flexible in your approach to work and have excellent organisational skills to manage a complex and varied workload, including projects.

Camden is on a journey to transform our digital experiences through the use of cloud technology. Ideally, you will have experience operating in a cloud environment that will enable you to assist with Camden's cloud strategy, including building and developing skills across our Information Security and broader Technology service.

Core skills include:

* Extensive experience in Information Security and Cyber Security, preferably with accompanying relevant professional certifications to demonstrate competency. CISM or CISSP certification is highly desirable
* Strong stakeholder skills and experience working in developing a collaborative culture both within technology and the broader organisation
* Experience developing a strategy and corresponding roadmap, implementing governance models and taking complex organisations through this journey
* Expert in corporate, industry and professional standards, regulations, compliance, and codes of conduct associated with the role, including ISO 27001
* Expert in methods and techniques for risk management, business impact analysis, countermeasures and contingency arrangements relating to the serious disruption of IT Services
* Appropriate technical knowledge covering technologies used to monitor and protect information systems, including firewalls, intrusion detection systems and Security Information and Event Management (SIEM), and Cloud Access Security Broker (CASB) products

**Work Environment:**

This is a leadership role with an expectation that the post holder will spend part of the time working in our offices and part of the time at home on a flexible basis.

**People Management Responsibilities:**

* A member of the Technology Management Team with collective responsibilities for service delivery
* Line management for the Information Security and Cybersecurity Operations teams.
* The role holder will promote continuing professional development, including embedding an "invest in yourself" approach within the broader Technology Service.

**Relationships:**

* This post reports to the Head of Technology.
* Internal at all levels, including executive, senior officer, officer and members.
* External, local government, membership bodies and professional bodies including the NCSE, CESG, external auditors and accreditation bodies
* Participate and contribute to the broader national Information Governance work, working with colleagues in other public services to support and build an Information Security strategy.

**Over to you**

We’re ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we’re supporting people, and we’ll redefine what a career can be. If that sounds good to you, we’d love to talk

**Is this role Politically Restricted?**

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](http://camdocs.camden.gov.uk/HPRMWebDrawer/Record/8081811/file/document?inline).

**Diversity & Inclusion**

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

**Agile working**

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn’t.

At Camden we are proud to be one of Hire Me My Way’s inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

**Asking for Adjustments**

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG,