

The Civil Service Skills Academy



Looking for a career in the Civil Service?

What is the Civil Service Skills Academy?

The Northern Ireland Civil Service is offering the chance for candidates to upskill or reskill before entering the workplace, returning to the workforce or changing career. The Academy is a pre-employment training course which will equip successful candidates with needed and transferable skills. Training will be delivered by Belfast Metropolitan College on **both a full and part time basis**.

Would you like to:

- ▶ have an **impact** on how public services are delivered?
- ▶ develop skills in **project management, leadership, communication, policy development, commercial and finance**?
- ▶ gain and work towards **accredited qualifications**?
- ▶ receive **up to £155** of training allowance per week?
- ▶ be part of an organisation which offers **attractive career prospects** across a wide variety of roles and professions?

What happens after you complete the Academy?

Depending on the Academy applied for, candidates who successfully complete the training will be given an interview for a post at either Staff Officer or Deputy Principal level in the Civil Service. These are middle management positions that offer the opportunity to make a real difference. Successful completion of the Academy is not a guarantee of a job.

What are the requirements for the Academy?

We are looking for candidates who have at least a Level 5 qualification (inc. foundation degree, DipHE, HND etc) in any discipline.

- ▶ For the Staff Officer academy, candidates will need to have experience in leading and communicating, making effective decisions, and managing a quality service.
- ▶ For the Deputy Principal academy, candidates will need to have experience in leading and communicating, making effective decisions, managing a quality service, **and delivering at pace**.

The Northern Ireland Civil Service is an Equal Opportunities Employer.

Applications from Protestants, young people (people under the age of 35), people with a disability and people from minority ethnic communities are particularly welcomed for this post.

All applications for the Academy and employment are considered strictly on the basis of merit.

For further information and to apply please go to www.nidirect.gov.uk/nics-skills-academy

THE APPLICATION WINDOW OPENS 4TH JULY 2022 AND CLOSSES AT 12 NOON ON 19TH JULY 2022