



# Cyber Security Portfolio Lead

| Service                     | Reporting to                          | Location                      | Grade  | Salary        | Hours |
|-----------------------------|---------------------------------------|-------------------------------|--------|---------------|-------|
| Digital Data and Technology | Head of Cyber Security and Technology | Swinton Civic Centre / hybrid | Band-E | Up to £64,951 | 36    |

## About the role

Salford City Council are looking to recruit a Cyber Security Portfolio Lead to join our award winning Digital, Data and Technology service, this person will be the lead over the very ambitious team of SecOps and Cyber Security professionals. The lead will be responsible for operationally leading internal security operations centre (previous experience of managing an MSSP would be desirable), this currently manages Salford City Council and other partners. You will also be responsible for jointly shaping the architecture and future roadmaps of the enterprise ensuring a security first approach whilst enabling and agile and innovative organisation continuing to exploit technology for better employee and resident user experience.

This is a fantastic career opportunity for a proactive, highly motivated individual. We seek a talented Cyber Security Portfolio Lead to join our dynamic security team. This role requires someone highly adept at anticipating the needs of the security team, partners and stakeholders, and associates and proactively engaging in response and process improvements. If you are passionate about cybersecurity, possess strong analytical skills, and have a commitment to protecting digital assets with an emphasis of people first not technology, we want to hear from you...

### Key Outcomes

- Oversee the development and effective management of the company's cyber security project portfolio, ensuring all initiatives are strategically aligned with business objectives.
- Accountable for the full cyber security project lifecycle, from initiation to completion, including administering budgets, mitigating risks, and managing changes impacting various functions or regions.
- Develop and maintain a commercial Managed Security Service Provider (MSSP) model, ensuring contractual obligations are fulfilled and future business development opportunities are identified, working with industry partners.
- Identify, develop, and maintain stakeholder engagement strategies and plans, facilitating open communication and ensuring effective business decision-making processes.
- Develop a governance, risks and compliance (GRC) framework that's includes policies, standards, guidelines and planning, supporting stakeholders in adhering to the approach.
- Maintain and develop to adhere to the following standards/accreditations ISO27001:2022, CREST, NIST, CAF, PCIDSS and Cyber Security Essentials.
- Monitor the external environment to gather intelligence on emerging technologies, assessing impacts, threats, and opportunities to the organization.
- Ensure service delivery meets agreed service levels, diagnose service delivery problems, and establish and maintain operational methods, procedures, and facilities.

Job code:

Job score:

Date of evaluation:

- Lead activities required for the realisation of the benefits of each part of the change programme, ensuring alignment with expected benefits.
- Conduct financial planning, budgeting, costing, accounting and charging, monitor and manage expenditure, and examine areas where budgets and expenditure exceed agreed tolerances.
- Implement demand management analysis and planning activities, maintain a register of business requests, and report on the status of each request.
- Conduct business process improvements, design business processes to identify alternative solutions, and improve efficiency and effectiveness.
- Manage the innovation pipeline and execute innovation processes, developing and adapting tools, processes, and infrastructures to drive the process of innovation.
- Lead Design and Maintain Security Training Program Roadmaps
- Lead role in wider team in designing, developing, and delivering comprehensive security training programs and initiatives to educate employees about information security best practices.
- Design and manage and execute security awareness campaigns and initiatives to promote a culture of security within the organisation.
- Lead a creative and engaging content programme in effectively communicating security messages to employees in a understandable and interactive way.
- Manage risks within the enterprise and recommend mitigation strategies interlinking within the wider Digital, Data and Technology ecosystem.
- Collaborate with cross-functional teams to assess, document, and analyse security risks associated with employees and third parties.
- Maintain Supply chain risk from a cyber/digital perspective
- Monitor and enforce compliance with information security policies, procedures, and regulations.
- Overview of security incidents related to policy violations and recommend corrective actions.
- Lead in incident response activities by providing expertise in understanding and addressing human-related security incidents.
- Security Metrics and Reporting
- Generate regular reports for management to highlight areas of improvement and success.
- Act as a liaison between the security team and other departments to facilitate effective communication on security-related matters.
- Keep up to date with the latest industry trends and emerging threats and disseminate this information to relevant stakeholders.
- Expert triage and investigation of security incidents, resourcing wider team, through to completion
- Day-to-day leadership of Security Operation Team and SIEM (Security Information and Event Management)
- Work with the Information Governance team to monitor, respond, and report on potential data breaches
- Develop and maintain incident response plans and procedures
- Conduct regular security assessments and vulnerability scans
- Actively monitor and analyse Salford Council's networks, infrastructure, and endpoints to pre-emptively remediate and mitigate risks . Work as part of the CyDops team to ensure secure practice across SCC's on-premise and cloud estates

- Contact, collaboration, and escalation point for wider Digital, Data and Technology Senior Management Team
- Individual and collaborative projects and tasks

### Requirements – What we need from you

- Deep knowledge of relevant Laws, Regulations, Information Technology, Networking, and Cyber Security principles
- Experience of managing an MSSP environment.
- Track record of delivering all aspects of cyber security transformation – including technology, processes, and culture.
- Solid understanding of financial management principles and practices.
- Effective communication skills
- To model and demonstrate our values and leadership behaviours
- Previous experience with the Microsoft Azure/M365 suite
- Ability to engage, advise, and report on technical issues to a wide variety of recipients
- Strong understanding of cybersecurity principles and best practices.
- Experience with security monitoring and incident response tools.
- Knowledge of networking protocols, firewalls, and intrusion detection/prevention systems.
- Familiarity with security frameworks and compliance standards (e.g., NIST, ISO 27001, GDPR, Mitre Attack Framework).
- Excellent problem-solving and analytical skills.
- Effective communication and teamwork abilities.
- SANS Security Awareness Professional (SSAP), Certified Information Systems Security Professional (CISSP), Certified Information Security Manager (CISM), Certified Information Systems Auditor (CISA) or CompTIA Security+ (all desirable).
- 4+ years of experience in a security-related or equivalent role (desirable).
- understanding of security risks associated with human factors and the ability to devise effective strategies to mitigate them
- Good self-motivation and the ability to motivate others
- Ability to multi-task, working across a range of tasks with various timelines and priorities
- Inversely, able to mono-task - tuning out distractions - when a top priority is identified
- Excellent verbal and written communication skills
- Detail-oriented in planning, implementation, documentation, and follow-up
- The ability to work completely independently or with a team
- Reliable, on-time, personable, and customer-focused
- Poised and patient during phone-based tech support
- Comfortable working in person as well as remotely
- Energetic, able to switch gears quickly from task to task
- Desire to learn

### What we can offer you

Your ongoing professional development and success in your role is important to us, and that is why we provide a variety of learning and development opportunities. Within the sections below you will

find development options tailored to you which will enable you to further develop your existing skills and learn new ones at a pace that suits you best. If you are joining us now, your development will form part of ongoing discussions with your manager. If you are an existing employee, you should use your Personal Development Reviews to discuss your development with your manager and create your development journey. It's important you also take full advantage of any informal learning available to you during the course of your work.

### **Developing your leadership skills**

We want to equip our leaders with the knowledge, skills and behaviours outlined in our #LeadingSalford programme. Our aim is to support you to lead highly engaged, motivated teams in today's rapidly changing environment. This will be achieved through a range of bite-size Master Classes designed to help you meet the expectations that we have of our Salford leaders. In addition to the core Master Classes, we also provide accredited leadership programmes which let you build on your experience, learn about emerging approaches, and further develop your leadership practice.

### **Online learning**

Develop your knowledge across a wide range of areas through our Me-Learning platform, with over 200 free courses to choose from. To have the best possible start and comply with current legislation, you must complete the following modules: Welcome to Salford, Health and Safety in the Office, GDPR, Equality Essentials, and Safeguarding Children and Adults. You may also benefit from a variety of courses in categories such as Business Skills, IT and Project Management which are available to learn at your own convenience and pace.

### **Professional Development**

Gain role specific skills and time to learn through a wide range of development opportunities. Learn whilst working and get support towards your qualification through an apprenticeship standard. Access professional development ranging from entry level to master's type qualifications, including achieving a role appropriate qualification. Details can be found on [the Institute of apprenticeships](#) website.

### **Tailored Development**

Gain role specific skills and certifications using our Microsoft Enterprise Skills Initiative subscription which is open to all Salford Employees free of charge.

## **A digital organisation**

### **Developing your digital skills**

Our ambition is to provide our workforce with the right level of digital capabilities needed to be successful. Whatever your current digital abilities are, we can provide development ranging from essential workplace skills to specialist workplace skills. These will be delivered through our Digital Skills Academy using both self-directed and guided learning opportunities to enable you to develop. Additionally, you can access free online courses through the [iDea](#) website.

### **Sharing your digital skills**

Our goal is to support you to share your digital knowledge with other people. Our Digital Eagles programme has been designed to cover basic digital skills and build your confidence to assist others. By the end of this programme, you will join hundreds of staff members who already are digital

eagles, and be able to help colleagues, customers, residents, or people in your personal life with all things digital.

## Our vision and priorities

### Our vision

The council has a vision is to create 'A fairer, greener and healthier Salford'. To help us achieve this vision we have identified some key priorities to tackle the problems people in Salford are currently facing, [the Great Eight](#).

Salford is beginning a journey of economic transformation, with the mapping out of the city's economic future through key pieces of city council work. We're calling this [The Salford Way](#).

# The Great Eight are:

**Tackling poverty and inequality.**



1

**Creating vibrant places and spaces.**



2

**Tackling the climate emergency.**



3

**Skills and education (A Learning City).**



4

**Affordable housing and reducing homelessness.**



5

**Promoting transport and digital connectivity.**



6

**Creating an economy for all.**



7

**Tackling health inequalities and providing the best possible care.**



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## Our leadership behaviours

### As a values-based leader you will:

- Model the values and embed them into the way your team delivers services.
- Hold people accountable for demonstrating the values.
- Respect and care for others, treating everyone fairly, valuing and welcoming diversity, respecting people's identity, listening and acting on the things people say to enable everyone to achieve their full potential.
- Be honest, taking responsibility for your actions and decisions.
- Use resources that you are trusted with wisely.

### To lead others, you will:

- Listen to understand, not to defend.
- Give people the freedom to use their initiative.
- Provide opportunities for people to discuss and solve problems and issues – focused on learning, not blame.

- Regularly provide coaching and support to others to help them achieve their objectives and potential.
- Appreciate and build on people's strengths.
- Motivate, engage, encourage and inspire others in order to be the best they can be.
- Build lasting productive relationships with residents, partners and elected officials.

**To lead outcomes, you will:**

- Be visible, inject pace, vigour and purpose.
- Expect high standards; mediocrity is not acceptable.
- Take an evidence and whole system approach in making decisions.
- Maximise technology and models to deliver quicker, easier, better services.
- Have a digital mindset, fully utilising digital systems and solutions to deliver services efficiently and effectively.
- Set context and challenging goals that will motivate people to take ownership, maximise performance, and develop.

**To build and communicate a vision for the future you will:**

- Be optimistic and ambitious for the city and its people, helping others to understand the need to change how we do things.
- Build strong collaborative relationships to find creative ways to make services more sustainable and flexible.
- Recognise and value the strengths of people and places, taking a strengths-based approach to make the most of opportunities.
- Support people through change, in undertaking new things, and taking risks.
- Take a place and whole system approach in designing, delivering, and leading services developing solutions with our partners.
- Ensure inclusion is integral to service delivery and organisational performance and develop a resilient, diverse workforce who reflect the increasing diversity of our city.
- Be optimistic and ambitious for the city and its people, helping others to understand the need to transform public services.

[Our organisation's values](#)

**We have four values: Pride, Passion, People, Personal responsibility.**

[Our four values](#) are central to the way we communicate about the council and the way in which we behave with colleagues, customers, and partners - so that we live and breathe our values each day.

# Our values



**Pride** **Passion** **People** **Personal responsibility**

## Application guidance

We are a values-based organisation so reflecting our values or a values-based approach in your evidence will support your application.

The different sections of this role profile are there to give you an understanding of the purpose of the role. The 'what we need from you' section outlines the minimum criteria you will need to meet within your application.