

You need JavaScript enabled to use this service.

Cookies on Civil Service Jobs

We use some [essential cookies](#) to make this website work.

To understand how you use Civil Service Jobs and improve the website we'd like to set some [additional cookies](#).

Accept additional cookies

Reject additional cookies

Digital Strategy Lead

Government Digital Service

Apply before 11:55 pm on Sunday 23rd February 2025

GDS

Reference number

391361

Salary

£55,403 - £66,400

£61,005 - £66,400 (London) / £55,403 - £61,939 (National). The base salary of this grade is £61,005 for London and £55,403 for other locations.

Please note that most job offers will be made at the minimum of the salary range.

Job grade

Grade 7

Contract type

Permanent

Business area

Digital Strategy & Products

Type of role

Digital
Information Technology

Working pattern

Flexible working, Full-time, Job share, Part-time, Compressed hours

Number of jobs available

1

Contents

[Location](#)

[About the job](#)

[Benefits](#)

[Things you need to know](#)

[Apply and further information](#)

Location

Bristol, London, Manchester

About the job

Job summary

The Government Digital Service (GDS) is responsible for setting, leading and delivering the vision for a modern digital government.

We:

- set the digital strategy for government

- measure and manage digital performance across government

- maintain guidance and tools to support best practice, including the [Service Manual](#)

- drive greater efficiency in digital public services

- own product strategy and delivery for government including GOV.UK and its common components, GOV.UK One Login, artificial intelligence (AI) products for use across government, geospatial data, the National Data Library and the [National Underground Asset Register](#)

- lead the Government Digital and Data function and champion the work of digital teams across government

Read [A blueprint for modern digital government](#) to learn more about the remit of GDS as the digital centre of government

In the Strategy team we are responsible for:

- Mobilising GDS teams and all of government around A blueprint for modern digital government and monitoring progress against it;

- Developing a clear and compelling digital and AI roadmap for government setting out how digital, data and technology will improve government services, outcomes and productivity

- Securing the funding for the ambitious vision of a modern digital government through Spending Review 2025

Job description

As a Digital Strategy Lead you will do one of the following:

Lead **implementation of A blueprint for modern digital government**, ensuring commitments are built into business planning and Spending Review work and setting up clear tracking and communication processes

Lead **development of the government's digital and AI roadmap**, working closely with senior leaders across government to set a compelling vision and co-design a detailed implementation plan

Lead coordination and execution of **Spending Review 2025** for GDS and the digital and data function, including developing bids, assessing proposals from across government and influencing stakeholders including HM Treasury to secure good outcomes

You will also:

Shape and influence strategic direction on government's digital transformation, working strategically to shape and set priorities and drive progress towards them

Contribute to **briefings for and discussions with senior officials and ministers**, including creating and delivering high quality written submissions, slide decks and other strategic products

Build trusted relationships with and influence senior leadership in GDS and across government, working with them to co-create plans and resolve challenges quickly and with confidence

Person specification

This role requires:

Experience and knowledge of broad and complex strategic work across systems, with an ability to think strategically and bring clarity and structure to uncertainty

Ability to translate complex and broad material - both qualitative and quantitative - into **clear written or oral analysis and communications**, including briefings and presentations

Excellent quality in delivery and an ability to operate effectively and flexibly in a fast paced, political and complex environment

Strong skills in establishing and maintaining excellent stakeholder relationships, and engaging credibly with and influencing senior leaders and external stakeholders

Experience and enthusiasm for leading a team, including coaching and developing others, to ensure a high performing, highly engaged and happy unit

Benefits

The benefits of working at GDS

There are many benefits of working at GDS, including:

- flexible hybrid working with flexi-time and the option to work part-time or condensed hours

- a Civil Service Pension with an employer contribution of 28.97%

- 25 days of annual leave, increasing by a day each year up to a maximum of 30 days

- an extra day off for The King's birthday

- an in-year bonus scheme to recognise high performance

- career progression and coaching, including a training budget for personal development

- paid volunteering leave

- a focus on wellbeing with access to an employee assistance programme

- job satisfaction from making government services easier to use and more inclusive for people across the UK

- advances on pay, including for travel season tickets

- death in service benefits

- cycle to work scheme and facilities

- access to children's holiday play schemes across different locations in central London

- access to an employee discounts scheme

- 10 learning days per year

volunteering opportunities (5 special leave days per year)

access to a suite of learning activities through Civil Service learning

GDS offers hybrid working for all employees. This means that everyone does some working from home and also spends some time in their local office. You'll agree to your hybrid working arrangement with your line manager in line with your preferences and business needs.

Any move to Government Digital Service from another employer will mean you can no longer access childcare vouchers. This includes moves between government departments. You may however be eligible for other government schemes, including Tax Free Childcare. Determine your eligibility at <https://www.childcarechoices.gov.uk>

Things you need to know

Selection process details

The standard selection process for roles at GDS consists of:

- a simple application screening process - We only ask for a CV and cover letter of up to 500 words. Important tip - please ensure that your cover letter includes how you meet the skills and experience listed in the person specification section above

- a 50 minute video interview

Depending on how many applications we get, there might also be an extra stage before the video interview, for example a phone interview or a technical exercise.

In the event we receive a high volume of applications, we will conduct the initial sift against the lead criteria which is:

- Experience and knowledge of broad and complex strategic work across systems, with an ability to think strategically and bring clarity and structure to uncertainty

In the Civil Service, we use [Success Profiles](#) to evaluate your skills and ability. This gives us the best possible chance of finding the right person for the job,

increases performance and improves diversity and inclusivity. We'll be assessing your technical abilities, skills, experience and behaviours that are relevant to this role.

For this role we'll be assessing you against the following [Civil Service Behaviours](#):

- Seeing the big picture
- Communicating and influencing
- Delivering at pace
- Leadership

Recruitment Timeline

Role closes: Sunday 23rd February

Sift completion: Wednesday 26th February

Panel interviews: starting Thursday 6th March

Candidates that do not pass the interview but have demonstrated an acceptable standard may be considered for similar roles at a lower grade.

A reserve list will be held for a period of 12 months, from which further appointments can be made.

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](#).

You may be aware that there are plans for the Government Digital Service (GDS) to move into the Department of Science, Innovation & Technology (DSIT). This move is to bring together the digital transformation of public services into one core department. The move itself will offer huge opportunities whilst allowing DSIT to lead the way and drive forward the new Government's digital agenda.

As the announcement is relatively new, we are awaiting more detailed information. Therefore, we encourage you to apply for this role, and will keep you informed with updated information throughout the application process.

Feedback will only be provided if you attend an interview or assessment.

Security

Successful candidates must undergo a criminal record check.

People working with government assets must complete [baseline personnel security standard \(opens in new window\)](#) checks.

Nationality requirements

This job is broadly open to the following groups:

UK nationals

nationals of the Republic of Ireland

nationals of Commonwealth countries who have the right to work in the UK

nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities with settled or pre-settled status under the [European Union Settlement Scheme \(EUSS\) \(opens in a new window\)](#)

nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities who have made a valid application for settled or pre-settled status under the European Union Settlement Scheme (EUSS)

individuals with limited leave to remain or indefinite leave to remain who were eligible to apply for EUSS on or before 31 December 2020

Turkish nationals, and certain family members of Turkish nationals, who have accrued the right to work in the Civil Service

[Further information on nationality requirements \(opens in a new window\)](#)

Working for the Civil Service

The [Civil Service Code \(opens in a new window\)](#) sets out the standards of behaviour expected of civil servants.

We recruit by merit on the basis of fair and open competition, as outlined in

the Civil Service Commission's [recruitment principles \(opens in a new window\)](#).

The Civil Service embraces diversity and promotes equal opportunities. As such, we run a Disability Confident Scheme (DCS) for candidates with disabilities who meet the minimum selection criteria.

Diversity and Inclusion

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 \(opens in a new window\)](#) and the [Civil Service Diversity and Inclusion Strategy \(opens in a new window\)](#).

Apply and further information

This vacancy is part of the [Great Place to Work for Veterans \(opens in a new window\)](#) initiative.

The Civil Service welcomes applications from people who have recently left prison or have an unspent conviction. [Read more about prison leaver recruitment \(opens in new window\)](#).

Once this job has closed, the job advert will no longer be available. You may want to save a copy for your records.

Contact point for applicants

Job contact :

Name : gds-recruitment@digital.cabinet-office.gov.uk

Email : gds-recruitment@digital.cabinet-office.gov.uk

Recruitment team

Email : gds-recruitment@digital.cabinet-office.gov.uk

Further information

If you feel your application has not been treated in accordance with the Recruitment Principles and you wish to make a complaint, you should contact gds-recruitment-complaints@digital.cabinet-office.gov.uk in the first

instance.

If you are not satisfied with the response you receive you can contact the Civil Service Commission by email: info@csc.gov.uk Or in writing: Civil Service Commission, Room G/8 1 Horse Guards Road, London, SW1A 2HQ.

