

Assessment Information: Governor in Charge HMP Grampian – Pay Band I

Thank you for your interest in the above role. Below, you will find information on how the different competencies will be assessed throughout the Recruitment process. All Recruitment at SPS is based on the Behavioural Competency Framework (BCF) which outlines the key behaviours and standards required both of applicants and existing staff. Further details on the SPS Behavioural Competency Framework can be found on the Careers section of our website or on My SPS, Recruitment Guidelines.

ASSESSMENT FRAMEWORK

Person Specification	BCF Complexity Level	Essential/ Desirable	Assessment Methods
QUALIFICATIONS			
Personal & Professional Development Evidence of your personal and professional development and how this has prepared and developed you for the role of Governor in Charge.	N/A	Essential	<ul style="list-style-type: none"> • Interview
EXPERIENCE			
Operational Experience A minimum of 12 months experience of leading a large complex prison with substantial evidence of strong performance outcomes set against a multiplex of operational, strategic, leadership and partnership challenges.	Understanding the Vision of SPS – Level 4	Essential	<ul style="list-style-type: none"> • CV Application • Interview
Leadership Experience	Assertive & Influential –	Essential	<ul style="list-style-type: none"> • CV Application

Experience of leading individuals and teams to deliver organisational outcomes aligned to strategic direction, with a proven track record of leading, directing, empowering and influencing others.	Level 4		<ul style="list-style-type: none"> • Interview
Change Management Experience A proven track record of driving organisational change, with evidence of working within and across organisations to deliver transformational change.	Change Orientation – Level 4	Essential	<ul style="list-style-type: none"> • CV Application • Interview
KNOWLEDGE & SKILLS			
Building & Maintaining Relationships Evidence of an ability to build and maintain strategic and collaborative working relationships with a wide range of internal and external stakeholders, demonstrating an ability to influence others to achieve desired organisational results.	Building & Maintaining Relationships – Level 4	Essential	<ul style="list-style-type: none"> • Presentation • Interview
Problem Solving & Decision Making Excellent decision-making skills with evidence of an ability to analyse complex issues, problem solve and produce creative and innovative solutions by exercising a high level of initiative, judgement and discretion.	Problem Solving & Decision Making – Level 4	Essential	<ul style="list-style-type: none"> • Presentation • Interview
Communication Skills Excellent communication skills with the ability to convey complex information to a variety of audiences in order to inform and influence decisions ensuring mutual understanding.	Communication Skills – Level 4	Essential	<ul style="list-style-type: none"> • Presentation • Interview

Assessment Method	Professional Development	Operational Experience	Leadership Experience	Change Management Experience	Building & Maintaining Relationships	Problem Solving and Decision Making Skills	Communication
Application		✓	✓	✓			
Psychometrics						✓	✓
Presentation					✓	✓	✓
Interview	✓	✓	✓	✓	✓	✓	✓

ASSESSMENT TIMELINE

Assessment Stage	Assessment Dates*
Application period (CV based applications)	23 January – 18 February (10am)
Cognitive Ability test (completed by all applicants that meet minimum eligibility criteria)	Completed online between 20 February – 24 February
Outcome of application assessment and cognitive ability test	25 February
Behavioural Profiling	Completed online between 28 February – 6 March
Assessment Day – Presentation & Interview	14 March
Outcome of Assessment Day	By week commencing 18 March

*Candidates will receive further information regarding the selection process at relevant stages of the process. Whilst every effort will be made to adhere to the dates specified, assessment dates may be subject to change.