



Home Office

# INDEPENDENT ANTI-SLAVERY COMMISSIONER

## Recruitment Information Pack

February 2023



INVESTORS  
IN PEOPLE

Bronze



## Contents

A Welcome Note from the Home Secretary	3
Role Description	4
Person Specification	5
Response Instructions	7
Indicative Timetable	8
Terms of Appointment	10
Complaints	12
Annex A – Seven Principles of Public Life	13
Annex B – Application Forms (attached separately)	-
Annex C – Diversity Monitoring Form (attached separately)	-
Annex D – Home Office Privacy Notice (attached separately)	-

## ***A message from the Home Secretary, Rt Hon Suella Braverman KC MP***

Dear Applicant,

It's a sad fact that around the world today, millions of men, women and children are cruelly enslaved and exploited. However, this is not something that just happens overseas, it is happening here and now across cities, towns and villages in the UK. Last year over 10,000 potential victims were referred to the National Referral Mechanism - the process which we use to identify and support victims of modern slavery in the UK.

The UK has taken a leading approach to tackling modern slavery. In 2015, we introduced the world-leading Modern Slavery Act which gives law enforcement the tools and powers they need to catch and punish those who perpetrate these vile crimes. It also provides a range of protections for victims and ground-breaking legislation to tackle slavery and human trafficking in business supply chains.

The Act also established the post of the Independent Anti-Slavery Commissioner - a unique role independent of government but working collaboratively with us and our partners to ensure the UK continues to be at the forefront of activity to tackle modern slavery both here in the UK as well as with encouraging work with international partners to promote best practice.

I am looking for an outstanding candidate to fulfil the post of Independent Anti-Slavery Commissioner, with a track record of strategic leadership, a clear vision for the role, and the ability to engage people from across a range of backgrounds and viewpoints. I expect the Commissioner to reflect the values that will enable us to succeed in this challenge, by having the highest standards of judgement, credibility and personal integrity.

The Commissioner will work across the UK, with law enforcement, the criminal justice system, the public and private sector, NGOs and civil society and very importantly, with victims of modern slavery themselves, to ensure we better understand how modern slavery is manifesting itself both in the UK and overseas. The more we know and understand about who is committing these vile crimes and who and how they are targeting their victims, the more effectively we can collectively focus our actions and resources to ensure we stamp out this vile crime for good and give victims the support and protections they need and deserve.

Thank you for your interest and for taking the time to read this information pack. This is a highly rewarding role, and if you have the skills and ability outlined above, and described inside, I hope that you will apply. If you are successful, I look forward to working with you, enabling Government, our partners at home and abroad and civil society to consign this crime to history.

***Home Secretary***

## Role Description

<b>Job Titles:</b>	Independent Anti-Slavery Commissioner
<b>Commitment:</b>	Full time
<b>Remuneration:</b>	£130,000 per annum
<b>Appointment:</b>	Three-year fixed term appointment as an office holder with the possibility of re-appointment.
<b>Location:</b>	Initially London. However, to support the Places for Growth and levelling up agenda, it has been agreed that the role will move out of London by 2025. The Commissioner will input into the regional location.
<b>Reporting to:</b>	Home Secretary

### Purpose:

The role of Independent Anti-Slavery Commissioner was established by the Modern Slavery Act 2015.

The Commissioner has a UK-wide remit to encourage good practice in the prevention, detection, investigation and prosecution of modern slavery offences and the identification of victims.

The role was created to spearhead the UK's fight against modern slavery.

### Key Responsibilities:

- Providing strategic leadership including setting priorities and direction for your work and the work of your Office, to improve the strategic response by Government and its partners to tackle modern slavery in the UK and overseas.
- Providing expert, impartial advice to the Government and the governments of the Devolved Administrations on their work to tackle modern slavery in a domestic and international arena.
- Working alongside Government in its implementation of the reform of National Referral Mechanism (NRM) to improve UK's ability to identify and support potential victims of modern slavery.
- Monitoring the UK Government's delivery of its strategy to tackle modern slavery and, as appropriate, other bodies' delivery of set recommendations.
- Build positive relationships with and amongst the modern slavery leadership community, including Devolved Administrations, business, academia, civil society, international partners (as well as directly with victims of modern slavery) and facilitate the sharing of good practice in tackling modern slavery.

- Actively participating in Ministerial level and official level meetings to discuss your work and the work of your Office in developing a strategic approach to tackling modern slavery in the UK and overseas.
- Work closely with law enforcement agencies and other stakeholders to strengthen their strategic response to modern slavery.
- Regular engagement with the Victims' Commissioner and the Children's Commissioner to ensure alignment of strategic work priorities.
- Commissioning specific research, studies and inquiries to strengthen the evidence base on modern slavery to support the mobilisation of appropriate responses and the commissioning of interventions. These may include recommendations and policy advice.
- Consider the relationship between modern slavery and illegal migration and make recommendations regarding the impact of illegal immigration on government's strategy to tackle modern slavery, and how to reduce exploitation.
- Agree a programme of work with the Home Secretary through the development of a strategic plan in line with requirements of the Modern Slavery Act and submit an annual report to the Home Secretary setting out how their priorities have been met, including a statement of other activities they have undertaken during the year.
- Active participation in annual performance appraisals with the Home Office Director of Tackling Exploitation and Abuse and ensuring the required skills, suitability and sufficiency of expertise is available in your Office to deliver its business, including annual performance appraisals of members of staff.

## Person Specification

It is essential that you provide in your supporting statement evidence and proven examples against each of the selection criteria in Part One of the person specification, in so far as you are able. These responses will be further developed and explored with those candidates invited for interview, together with the other criteria listed in Part Two.

### Part One - Essential Skills and Experience

- Knowledge and experience of working with victims, including an understanding of the vulnerabilities and challenges faced by victims and the support they should receive.
- Proven track record in managing relationships with diverse stakeholders who have differing priorities, and the capability to conduct challenging conversations.
- An understanding of how to improve strategic delivery and a successful track record in promoting the use of good practice.
- Evidence of strategic leadership at senior levels of government, law enforcement, civil society, the public sector or academia.
- Evidence of representing organisations in public, including in the media and with a range of stakeholders.

- Strong communication, negotiating and interpersonal skills to build effective working relationships with Ministers, policy owners, government departments, the media, and other key stakeholders, including the wider public sector, civil society, and local communities.
- Ability to provide clear advice, independent of government or industry, and a willingness to champion difference.

## **Part Two - Desirable Skills and Experience**

You should also be able to demonstrate:

- A clear understanding of the role of evidence-based analysis in informing policy in an area of political and public attention and sensitivity.
- Ability to be a highly regarded, credible and confident leader, with the ability to lead effective boards and organisations.
- Ability to provide robust, independent advice, under a high level of public interest and scrutiny, and use a public profile to build consensus.
- Credibility with governments, the sector, industry and the public.
- Experience in one or more sectors related to tackling modern slavery domestically and/ or internationally is desirable.

**Due Diligence:** Please note that as part of the recruitment process, due diligence, including social media checks, will be undertaken on short-listed candidates.

## Response Instructions

The closing date for applications is 11pm Thursday 23 March 2023.

Please submit the following 4 documents, clearly labelled, by email to:

[publicappointments@homeoffice.gov.uk](mailto:publicappointments@homeoffice.gov.uk)

1. A **concise CV** (maximum two sides A4, minimum 11 font) setting out your career history and including details of any professional qualifications.
2. A **short supporting statement** (maximum two sides A4, minimum 11 font) giving evidence of the strength and depth of your ability to meet the essential criteria for the role. Please provide specific examples to demonstrate how you meet each of the experience, qualities and skill areas identified in the person specification.
3. Please complete and return via email the **forms at Annex B** (attached separately), relating to conflicts of interest.
4. In addition, please complete the Diversity Form at **Annex C**. Please click on the link [www.apply-for-public-appointment.service.gov.uk](http://www.apply-for-public-appointment.service.gov.uk) for further information on recording whether or not you have a disability.

Please include the heading (IASC) in the subject box.

Please submit your application documents as 4 separate attachments and note that short-listed candidates will also be required to complete and return a separate form in relation to referees and nationality information).

Please note the following:

- **We cannot accept applications submitted after the closing date.**
- **Applications will be assessed solely on the documentation provided. Please refer to the advert and checklist to ensure you have provided the necessary documentation.**
- **Applications will be acknowledged upon receipt.**
- **Feedback will only be given to unsuccessful candidates following interview.**

### Further Information

If you have any queries about any aspect of this role, or merely wish to have an informal discussion, then please contact Charlie Penzer by emailing [charlie.penzer@homeoffice.gov.uk](mailto:charlie.penzer@homeoffice.gov.uk)

If you have any queries about the recruitment process for this role, please contact the Public Appointments Team at: [publicappointments@homeoffice.gov.uk](mailto:publicappointments@homeoffice.gov.uk)

## Indicative Timetable

Please note that these dates are only indicative at this stage and could be subject to change.

Closing Date	23:00, Thursday 23 March 2023
Short-list Meeting	Expected w/c 3 April
Candidate Interviews	Expected w/c 9 May
Meeting with Home Secretary or Minister (if required)	Expected post interview

## Selection Process

This role is being competed in accordance with the Cabinet Office's Governance Code on Public Appointments (December 2016)<sup>1</sup>, which sets out the regulatory framework for public appointments processes. The Code is based on three core principles – merit, openness and fairness.

An Advisory Assessment Panel (Panel) will sift applications, assessing each application against the essential criteria, to produce a shortlist. Subject to Ministerial agreement, they will then conduct interviews to ascertain which candidates are appointable to the role.

The competition will be independently chaired by Olivia Grant OBE (Senior Independent Panel Member) whose role will be to ensure that the appointment is made in accordance with the Code of Practice for Ministerial Appointments to Public Bodies. In addition, the panel will comprise of Joanna West/Becky Wyse (Tackling Exploitation and Abuse Director, Public Safety Group, Home Office), and James Cooper (Home Office, Non-Executive Director).

The Home Office Public Appointments Team will acknowledge your application and keep you updated on the progress of the competition.

At the short-listing meeting, the selection panel will assess each application against the essential criteria and decide whom to invite for final interview. Further details about the format will be provided to you in advance.

The final decision to appoint to this role rests with the Home Secretary. Appointable candidates may be invited to meet with Ministers before a final decision is made. As a result, there may be a delay in informing candidates of the outcome of the competition.

***We encourage a diverse workforce and welcome applications from all suitably qualified people. This appointment is regulated by the Office of the Commissioner for Public Appointments.***

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[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/578498/governance\\_code\\_on\\_public\\_appointments\\_16\\_12\\_2016.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/578498/governance_code_on_public_appointments_16_12_2016.pdf)

**Please note:** Expenses incurred by candidates during the recruitment process will not be reimbursed except in exceptional circumstances and only when agreed in advance with the Home Office Public Appointments Team.

## Terms of Appointment

**Nature of Appointment:** You are not an employee of the Home Office or the Office of the Independent Anti-Slavery Commissioner. Accordingly, nothing in this document shall be construed as, or taken to create, a contract of employment between you and the Department or His Majesty's Government.

**Appointment Term:** Your appointment as Independent Anti-Slavery Commissioner will be made by the Home Secretary.

- The appointment will be for a fixed period of three years.
- Re-appointments can be made at the end of the period of office at the discretion of Ministers, subject to a satisfactory appraisal of performance and mutual agreement.
- It should be noted that this post is a public appointment; the Independent Commissioner is neither an employee of the Crown, nor of the Home Office.
- Appointment may be terminated prior to the conclusion of the period of appointment.

### Remuneration and Time Commitment:

- The Independent Commissioner will receive £130,000 pro rata (and reasonable expenses), the remuneration is taxable through the Home Office payroll, but the appointment is not pensionable.
- The Independent Commissioner can claim reimbursement for reasonable travel and subsistence in costs necessarily incurred on IASC business at rates set by the Home Office.
- Applicants should note that the successful candidate cannot be remunerated for this role if they are being paid for an existing full-time role from the public purse.

**Location:** Initially London. However, to support the Places for Growth and levelling up agenda, it has been agreed that the role will move out of London by 2025. The Commissioner will input into the regional location.

**Security clearance:** Candidates should hold Security Check (SC) security clearance or be willing to obtain this. Pre-appointment checks will also be undertaken on immigration and criminal convictions. It usually takes between 4-6 weeks to obtain the security clearance. The role will be offered on a conditional basis until the successful candidate has passed all checks. The successful candidate will be encouraged to take up the appointment as soon as possible, subject to the successful completion of all pre-appointment checks.

**Confidentiality:** You will be subject to the provisions of the Official Secrets Act and required to exercise care in the use of official information acquired in the course of official duties, and not to disclose information which is held in confidence.

**Disqualification for appointment:** There are circumstances in which an individual will not be considered for appointment. They include:

- people who have received a prison sentence or suspended sentence of three months or more in the last five years;
- people who are the subject of a bankruptcy restrictions order or interim order;
- in certain circumstances, those who have had an earlier term of appointment terminated;
- anyone who is under a disqualification order under the Company Directors Disqualification Act 1986, or Part 2 of the Companies (Northern Ireland) Order 1989;
- anyone who has failed to make a payment under a county court administration order;
- anyone subject to an order under the Insolvency Act 1986; and
- anyone who has been removed from trusteeship of a charity.

Further advice about disqualification for appointment can be given by contacting the Public Appointments Team on [publicappointments@homeoffice.gov.uk](mailto:publicappointments@homeoffice.gov.uk).

**Standards in public life:** You will be expected to demonstrate high standards of corporate and personal conduct. Candidates will be expected to abide by the “Seven Principles of Public Life” set out by the Committee on Standards in Public Life (see below, page 13). Failure to do so may result in sanction up to and including dismissal.

**Registration of interests:** The purpose of these provisions is to avoid any danger of a public appointee being influenced, or appearing to be influenced, by their private interests in the exercise of their public duties.

Public appointments require the highest standards of propriety, involving impartiality, integrity and objectivity, in relation to the stewardship of public funds and the oversight and management of all related activities. This means that any private, voluntary, charitable, or political interest which might be material and relevant to the work of the body concerned should be declared. It is important, therefore, that you consider your circumstances when applying for a public appointment and identify any potential conflicts of interest, whether real or perceived.

There is a requirement to declare any actual or potential conflict of interest you may have in being appointed as the Independent Commissioner in a separate form. Any actual or perceived conflicts of interest will be fully explored by the Panel at interview stage.

**Political Activity:** Members will need to show political impartiality during their time on the Board and must declare significant party political activity they undertake in the period of their appointment. Details of the successful candidate’s declared political activity must be published by appointing departments when the appointments are publicised.

The Political Activity Declaration will be kept separate from your application and will only be seen by the Panel prior to interview – the Panel may at that stage explore with candidates any potential for conflict of interest. It is appreciated that political activities may have given you relevant skills, including experience gained from committee work, collective decision making, resolving conflict and public speaking. If, therefore, you have had such experience and you consider it relevant to your application for this post, you may if you choose include it separately in the main body of your application.

**Equal Opportunities Monitoring:** The Home Office is committed to providing equal opportunities for all, irrespective of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

As part of the application process we ask candidates to complete equal opportunities monitoring information. This will help us to monitor selection decisions to assess whether equality of opportunity is being achieved. The information on the form will be treated as confidential, and used for statistical purposes only. The form will not be treated as part of your application.

**Disability Confident:** The Home Office is an accredited user of the government’s “Disability Confident” disability symbol, which denotes organisations which have a positive attitude towards disabled applicants. Applicants who meet the minimum criteria in the job specification are guaranteed an interview (GIS). Selection will be on merit. If you wish to apply for consideration under this scheme, please complete the form in Annex B. It is not necessary to state the nature of your disability.

Whether you choose to apply under the GIS or not you can still ask us to make particular arrangements for you when attending an interview. You can also contact us if you want to discuss the criteria for the role or have questions regarding your application.

**Centre for Public Appointments Database:** As set out in Annex B, if you consent, we will retain your CV and contact details for the purposes of alerting you to any opportunities that may arise in future. We will also share your CV and contact details with the Centre for Public Appointments in the Cabinet Office who may use it for this purpose. They may also share it with other Government Departments so that they can contact you about such opportunities. You may withdraw your consent to your information being processed for this purpose at any time by contacting [dpo@homeoffice.gov.uk](mailto:dpo@homeoffice.gov.uk).

**Complaints:** If you are not completely satisfied with the way your application is handled at any stage of the competition, please raise any complaint in the first instance with the Public Appointments Team at: [publicappointments@homeoffice.gov.uk](mailto:publicappointments@homeoffice.gov.uk).

We will reply to your complaint within 20 days. If, after receiving our response you are still not satisfied, you may contact the Commissioner for Public Appointments:

The Commissioner for Public Appointments Room G/8, Ground Floor 1 Horse Guards Road  
London SW1A 2HQ. Tel: 0207 271 0849.

## ANNEX A – THE SEVEN PRINCIPLES OF PUBLIC LIFE

The principles of public life apply to anyone who works as a public office-holder. This includes all those who are elected or appointed to public office, nationally and locally, and all people appointed to work in the civil service, local government, the police, courts and probation services, NDPBs, and in the health, education, social and care services. All public office-holders are both servants of the public and stewards of public resources. The principles also have application to all those in other sectors delivering public services.

### **Selflessness**

Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

### **Integrity**

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

### **Objectivity**

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

### **Accountability**

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

### **Openness**

Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the public interest clearly demands.

### **Honesty**

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

### **Leadership**

Holders of public office should promote and support these principles by leadership and example.