



Home Office

## Commissioner for Countering Extremism

### Recruitment Information Pack

February 2025



INVESTORS  
IN PEOPLE

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## Background

The Commission for Countering Extremism (CCE) was set up in 2018 'to support society to fight all forms of extremism:

- by providing the government with impartial, expert advice and scrutiny on the tools, policies and approaches needed to tackle extremism.
- by supporting the public sector, communities, and civil society to confront extremism wherever it exists; and promoting a positive vision around core, shared values.

A key part of the CCE's role is to present innovative and thought-provoking [research](#) to government, counter-extremism professionals, and the wider public. The most recent example of this is the 'Rethinking Extremism' series, that has included publications entitled 'Predicting harm among incels (involuntary celibates)' and 'Understanding and responding to blasphemy extremism.

The CCE also publishes an [annual report](#), that reviews the work of the CCE and its commissioner over the previous year.

The Commissioner for Countering Extremism is a public appointee of the Home Office and operates independently from government, supported by a small secretariat of civil servants.

## Role Description

<b>Title:</b>	Commissioner for Countering Extremism
<b>Roles Available:</b>	One
<b>Commitment:</b>	The time commitment is expected to be up to three days per week, but this could vary depending on the programme of work which will be agreed with the successful candidate.
<b>Remuneration:</b>	£130,000 pro rata
<b>Appointment:</b>	Three-year fixed term appointment as an office holder with the possibility of re-appointment.
<b>Location:</b>	Flexible, with regular attendance in central London offices. The role covers CE matters relating to England and Wales only.
<b>Reporting to:</b>	Home Secretary

### Purpose:

The Government is committed to tackling extremism, and the wide range of harms that can be created or exacerbated by extremism. Extremism can divide communities, promote hatred and lead to radicalisation and support for terrorism.

The Commissioner for Countering Extremism is responsible for providing independent advice, challenge and scrutiny to the Government on extremism issues.

The Commissioner for Countering Extremism will also take on responsibility for providing challenge and scrutiny to the Government on political violence and disorder. This is a new aspect to this role.

The Commissioner is responsible for:

- Keeping the threat from extremism under review and identifying and alerting the Government to any new emerging types of extremism;
- Ensuring that lessons are learnt on the best way to tackle extremism (from, for example, academia, think tanks and law enforcement agencies);
- Keeping the threat from political violence and disorder under review;
- Ensuring that lessons are learnt on the best way to tackle political violence and disorder; and
- Promoting innovation and best practice, and that where tools are successfully used these are shared with the relevant bodies.

The primary focus of the Commissioner role is to provide advice to the Government as well as to build capability to tackle extremism and political violence and disorder. The Commissioner will also be expected to promote and explain Government policy on extremism and political violence and disorder to the media, parliament and wider society.

To deliver their work programme, the Commissioner will appoint up to four external experts on short term contracts whose role will be to provide the Commissioner and others with expert advice on specific elements of counter-extremism work, and work on political violence and disorder.

The Commissioner will be supported by, and will lead, a team of officials who will help them deliver their work programme. The team is currently based in London.

The Commissioner will have the responsibilities as set out below. These responsibilities will apply in England and Wales.

### **Responsibilities:**

The Commissioner's primary responsibilities will be:

- (1) Leading independent research and making policy recommendations on how best to tackle the threat from extremism and political violence and disorder – this should include building a large pool of academics with relevant expertise, creating research papers with clear policy recommendations, developing a horizon scanning function, and delivering rapid bite size assessments; and
- (2) Building capability to tackle extremism and political violence and disorder– this should include outputs like Policy Dialogues, producing training on topics including ideologies and the threat picture, and publishing guidance on relevant topics.

## 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 CRITERIA**

- **Independence:** The Commissioner should be someone who can operate fairly and impartially in a political environment. The Commissioner must be able to provide independent advice and challenge the Government.
- **Expertise:** The Commissioner must have an in-depth understanding of extremism, including how extremism relates to the threat from terrorism, threats to democracy, and how it impacts wider societal harms. The Commissioner must also have an in-depth understanding of political violence and disorder. There must be evidence of previous leadership in the area of counter extremism – whether through research, policy, or legal background. For example, where the candidate has a background in research, they must be able to provide evidence such as published work and/or giving advice to government.
- **Critical thinking:** The Commissioner will require demonstrable skills in analysing a range of complex and often conflicting or incomplete information to produce evidence-based and well-written advice and practicable recommendations.
- **Resilience:** This is a high-profile role in a challenging field of public policy. The Commissioner will require personal resilience required to operate calmly under pressure, with close scrutiny from the public, press, parliamentarians, critics and Ministers.
- **Integrity:** The Commissioner will need to demonstrate high standards of corporate and personal conduct. This must include a sound understanding of and strong commitment to equal opportunities and the Seven Principles of Public Life, as set out in the Nolan Committee on Standards in Public Life.

### **PART TWO: KNOWLEDGE, SKILLS AND ABILITIES**

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 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.

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

## Response Instructions

**The closing date for applications is 23:00 on Monday 17 March 2025.**

Please submit the following two documents, clearly labelled:

1. A **concise CV** (maximum two sides A4, minimum 12 font) setting out your career history and including details of any professional qualifications.
2. A **short supporting statement** (maximum two sides A4, minimum 12 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.

In order to apply, you will need to click on one of the links below, depending on if you have already set up an account on the Public Appointment website.

<https://apply-for-public-appointment.service.gov.uk/create-account>

<https://apply-for-public-appointment.service.gov.uk/auth/sign-in>

Please submit your application documents as two 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 [PreventandCECommissionerRecruitment@homeoffice.gov.uk](mailto:PreventandCECommissionerRecruitment@homeoffice.gov.uk) in the first instance.

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)

If helpful to you, there is guidance available on writing a supporting statement on the public appointments webpages [here](#).

## Indicative Timetable

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

Closing Date	23:00, Monday 17 March 2025
Short-list Meeting	Expected w/c 31 March
Candidate Interviews	Expected w/c 28 April
Meeting with Ministers (if required)	Expected post interview (TBC)

## Selection Process

This recruitment is being competed in the spirit of the [Governance Code on Public Appointments](#), 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 consideration, they will then conduct interviews to ascertain which candidates are appointable to the role.

The Panel will be chaired by Chloe Squires (Director General, Homeland Security Group), and comprise Kate Dixon (Director School Curriculum, Pastoral Care and Safeguarding, Department for Education), and Peter Gross as Independent Panel Member.

At the short-listing meeting the selection panel will assess each application against the essential criteria and decide who to invite for interview. If you are shortlisted, you may be asked to take part in a series of assessments which may include a staff engagement exercise. These assessments will not result in a pass or fail decision. Rather, they are designed to support the panel's decision making and highlight areas for the panel to explore further at interview.

The final decision to appoint to this role rests with Ministers. 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.***

**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:** The successful candidate will not be an employee of the Home Office or the Office of the Commissioner for Countering Extremism. Accordingly, nothing in this document shall be construed as, or taken to create, a contract of employment between the successful candidate and the Department or His Majesty's Government.

**Appointment Term:** The successful candidate's appointment as Commissioner for Countering Extremism 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 for a further term of up to three years 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, appointments may be terminated prior to the conclusion of the period of appointment.

### Remuneration and Time Commitment:

- This is a full-time position.
- Remuneration will be £130K pro rata. No additional fee is paid for any time spent in preparation or travelling. The remuneration is taxable through the Home Office payroll, but the appointment is not pensionable.
- 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:** National, with regular attendance in central London offices. The role covers CE matters relating to England and Wales only.

**Security clearance:** The successful candidate will be required to have or be willing to obtain security clearance to SC level. 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 this appointment as soon as possible, subject to the successful completion of all pre-appointment checks. Further details about the vetting process can be viewed here: [United Kingdom Security Vetting: clearance levels - GOV.UK](#)

**Confidentiality:** The successful candidate will be subject to the provisions of the Official Secrets Act and required to exercise care in the use of official information acquired during 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; 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 12). 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 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 as Commissioner and must declare any 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 on the Public Appointment website. 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:** If you consent, we will retain your CV and contact details for the purposes of alerting you to any relevant 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.

## 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.