UK Health Security Agency

Saxton Bampfylde

Chief Medical Advisor
UK Health Security Agency

Carer Confident Accomplished

regulated by Civil Service Commission

Stonewall DIVERSITY CHAMPION

disability confident LEADER

LinkedIn

Why join the UK Health Security Agency?

Susan Hopkins, Chief Executive Officer

Thank you for considering a role at the UK Health Security Agency.

Protecting people from health threats is not a slogan. It is our statutory duty, our moral purpose, and the standard by which we should be judged every day. The United Kingdom faces a new era of health security risk: pandemic pathogens, antimicrobial resistance, climate-driven vector spread, air pollution, system fragility, cyber threats, and the erosion of public trust. The pace is faster.
The scrutiny is sharper. The margin for error is smaller. UKHSA exists to meet that challenge.

Our Mission

To protect people from health threats.
That means understanding risks earlier, preventing harm where we can, and responding decisively when threats emerge. It means translating surveillance into action, science into policy, and operational capability into real-world protection for communities across the country.

Our Vision

We are building an agency that is:

Science-led: Decisions grounded in rigorous, independent, transparent science. We invest in epidemiology, laboratory science, behavioural insight, modelling, genomics, and clinical expertise because evidence must shape action.

Data-driven: Real-time surveillance, integrated data systems, and analytical excellence that allow us to see patterns early, quantify risk, and target intervention. Data is not a by-product; it is core infrastructure.

Operationally excellent:The ability to mobilise at scale, deliver programmes nationally, manage incidents relentlessly, and sustain performance under pressure. Strategy without delivery is noise. We will be known for execution.

The Chief Medical Advisor will sit at the centre of this ambition. This is not an advisory role at the margins. It is a leadership role at the core of the Agency's identity.

The Role of ExCo

ExCo is not a reporting forum. It is the leadership engine of UKHSA.
We are accountable collectively for the whole organisation - its science, its people, its culture, its delivery and its

reputation. The Chief Medical Advisor is a pivotal member of this team: shaping strategic direction, strengthening professional standards, building capability, and ensuring that our scientific voice is both authoritative and trusted. We expect ExCo members to lead beyond their portfolios. To challenge constructively. To own difficult decisions. To hold the line on standards when pressure mounts. And to act as one team.

How ExCo Work:

We have four behavioural commitments we have made to each other and the organisation. These are:

Kindness – We treat colleagues, partners and the public with respect. High standards and humanity are not opposites.

Candour – We speak plainly about risk, uncertainty and failure. Public trust depends on honesty.

Curiosity – We question assumptions, invest in learning, and remain open to new evidence and new methods.

Courage – We take difficult decisions, stand by scientific advice, and act early when others hesitate.

These values matter most when pressure rises. That is when culture is tested.

Why Join UKHSA Now

This is a defining moment. Health security has never been more visible. The public understands its importance. Ministers expect impact. Partners expect leadership. The country expects credibility.

Few roles offer this scale of influence. Fewer still offer the opportunity to shape how a country prepares for the next crisis and prevents it where possible.

This is demanding work. It requires intellectual authority, operational realism, and personal resilience. It requires partnership across government, the NHS, academia and industry. It requires leaders who are as comfortable in incident rooms as they are in scientific debate.

But the prize is substantial: measurable impact on population health, strengthened national resilience, and an organisation whose reputation rests on competence, integrity and delivery.

If you are motivated by purpose rather than profile, by impact rather than title, and by the opportunity to build something enduring then UKHSA offers a rare platform.

I look forward to welcoming leaders who are ready to help us protect people from health threats and to build an agency that is unequivocally science-led, data-driven and operationally excellent.

Best wishes,

Susan

About the role

Job Title

Chief Medical Advisor (CMA)

Hours

Full time: 10 sessions M&D, 37 hours SCS
Hours dependent on terms and conditions.

Location

Hybrid working. We offer flexible working opportunities at UKHSA and operate using a hybrid working model where business needs allow. This provides us with greater flexibility about how and where we work, for our workforce to thrive and to maximise our organisational efficiency. As a hybrid worker, you will be expected to spend a minimum of 60% of your contractual working hours (approximately 3 days a week pro rata, (averaged over a month) working at one of UKHSA's core locations (Birmingham, Leeds, Liverpool, and London - Canary Wharf) or at one of our scientific campus sites (Colindale, Porton and Chilton). You may also be based in one of UKHSA supporting hubs, or health protection operation centres. Whilst the role can be based nationally, there is a need to travel regularly to our HQ in London.

Salary

£109,725 to £200,00 per annum, pro rata

Existing Civil Servants will be appointed in line with the Civil Service pay rules in place on the date of their appointment.

Individuals who are on Medical and Dental will be appointed to their increment including existing Clinical Excellence Awards.

Contract Type

This role is being offered on a permanent basis.

Terms and conditions

Senior Civil Service (3) / Medical Consultant

The Role

With the CEO, Chief Scientific Advisor, Chief Data Officer and Chief Operating Officer, the Chief Medical Advisor (CMA) will provide global leadership across clinical and public health teams and challenges for UKHSA and across the Public Health system. Their focus will be on identifying and responding to health protection threats both here in the UK and further afield. The CMA will lead, deliver and promote activities which reduce the impact of hazards to the health of people in the UK and act as the home of the relationship between UKHSA and the NHS. As the CMA for UKHSA, it is key that you inspire public trust and confidence in health security and protection activity, raise the visibility of this activity and deliver measurable contributions to the knowledge base of health security and health protection in the UK and globally. The CMA will lead a Group which comprises approximately 1,800 professionals in 6 directorates providing a broad range of functions and services delivered from English regions, nationally and globally.

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The CMA will establish a multi-professional community of public health, clinical and operational experts, providing clinical, medical and public health advice and expertise across the organisation and wider Public Health network. They will support programme delivery, including embedding clinical and

public health experts into delivery programmes, as well as establishing strong links to the clinical and medical function of UKHSA for advice and guidance, ensuring they establish strong methods and processes for clinical governance, assurance and safeguarding across UKHSA.

To be successful, the Chief Medical Adviser will need to be a collaborative leader, putting the people we serve first and working across the full range of organisations from national public health organisations, including NHS and NICE, International public health organisations e.g. WHO, CDC, ECDC, IANPHI; Local Authorities and Directors of Public Health, to academic institutions, professional bodies and research organisations as well as across other UK Government Departments including the offices of the Chief Medical Officers. This is a key role as part of the Executive Committee on UKHSA and therefore it is fundamental the individual is able to operate as part of a high performing team, comfortable working in ambiguity and always works collaboratively across the whole Executive team.

The successful candidate will be an exceptional leader with excellent practical senior management expertise most likely gained in health care settings, local government or other large public or private sector organisation/s. You must command the confidence of the medical, public health or other health and care professionals in the UK and further afield. As the senior medical leader for UKHSA this individual must exhibit good judgement and strong principles – holding and delivering a pragmatic, professional and evidence-based view under challenge. It is imperative that s/he has good insights into people, the ability to determine what motivates them and the capability to nurture positive team spirit. S/he must also be able to galvanise the team in larger settings holding the organisation together, role modelling and enabling the organisation's core values.

Key responsibilities will include:

Clinical and public health advice:

- Issuing authoritative clinical and public health advice to Ministers, the NHS, and the public
- Holding final clinical judgement where evidence is incomplete or contested
- Turning evidence into clinical guidance, protocols, and recommendations
- Ensuring equity, bias mitigation, and unintended consequences are addressed

Clinical governance and assurance:

- Clinical standards, governance, SOPs, safeguarding, training, revalidation, and CPD including performing the role of responsible officer for medical doctors.
- Providing second line assurance for the organisation related to clinical and health protection governance and quality structures

Regional health protection system delivery:

- Clinical and public health leadership of the regional health protection system, ensuring consistency, quality, and equity across regions
- Setting clinical and public health expectations for:
  - -Health protection teams
  - -Incident management
  - -NHS interfaces
  - -Local authority engagement
- Ensuring regional delivery aligns with national clinical standards while retaining operational flexibility
- Providing clinical oversight and assurance for regional incident response, escalation, and recovery

Emergency Preparedness and Response:

- Leading emergency preparedness and response
- Defining and activating surge models for workforce and capabilities
- Developing and delivering national exercises to test EPRR

NHS, Public Health and system leadership:

- Acting as UKHSA's senior medical interface with the NHS, CMOs, Directors of Public Health NICE, and professional bodies
- Ensuring guidance is operationally usable in clinical settings
- Workforce strategy and professional leadership for medical and public health staff
- Maintaining professional credibility, trust, and standards

Global health protection and programmes:

- Clinical and public health leadership for global health protection, including international threats with implications for UK health security
- Senior clinical engagement with international partners (e.g. WHO, peer agencies) on health protection policy, standards, and response
- Oversight of global and cross-border health protection programmes, ensuring alignment with UK risk, capability, and equity considerations
- Ensuring lessons from global incidents are translated into UK-relevant preparedness and response

Surveillance and Hazard risk assessment:

- Clinical and public health interpretation of surveillance outputs, including infectious disease trends, emerging threats, and anomalies
- Risk assessment of infectious diseases, integrating epidemiology, clinical severity, health system impact, and population vulnerability
- Advising on risk thresholds, escalation, and de-escalation
- Ensuring surveillance outputs are translated into actionable advice for the NHS, local authorities, and Ministers

As one of its most senior leaders, you will also be a visible role model for the Civil Service Leadership behaviours.

We expect all our senior leaders to be:

- Confident – in our engagement with others
- Empowering – to allow our teams to deliver.
- Inspiring – about our work and its future

Civil Service Code

The Civil Service Code sets out the standards of behaviour expected of you and other civil servants. These are based on the core values which are set out in legislation.

As a civil servant, you are expected to carry out your role with dedication and a commitment to the Civil Service and its core values of:

- ‘integrity’ - putting the obligations of public service above your own personal interests.
- ‘honesty’ - being truthful and open.
- ‘objectivity’ - basing your advice and decisions on rigorous analysis of the evidence.
- ‘impartiality’ - acting solely according to the merits of the case and serving equally well governments of different political persuasions.

These core values support good government and ensure the achievement of the highest possible standards in all that the Civil Service does. This in turn helps the Civil Service to gain and retain the respect of ministers, Parliament, the public and its customer.

Person Specification

It is important through your CV and Statement of Suitability that you provide evidence and examples of proven experience of these selection criteria.

Essential

- Candidates must be on the GMC Specialist Medical Register with a current licence to practise (including up to date appraisal and continuing professional development) with a valid CCT in a relevant discipline, with substantial medical consultant (or equivalent level) experience working nationally or internationally; they should be able to demonstrable credentials for clinical and/or public health programme and outcome delivery, ideally with specialist expertise in infectious diseases
- The CMA will have a track record of working with and across other organisations and sectors to deliver common goals and objectives, coupled with an ability to manage highly complex relationships and build deep collaborative partnerships and experience of acting strategically and delivering practical and innovative responses to complex issues and responding to unplanned and unforeseen circumstances
- Exceptional communication skills with an ability to engage equally with Ministers, professional peers, civil service colleagues, the media and the public with the ability to convey complex messages to industry and professional audiences with credibility and translating them into simple and straightforward messages for non-technical audiences, including the media and the public
- A proven ability to inspire, enthuse and lead others through change, engage, build and manage high performing teams; well networked with the capacity to deliver through others; evidence of promoting equity in recruitment and management and in the delivery of health protection and health outcomes, nurturing a culturally and socially diverse workforce and experience as a trainer including specialist skills capacity analysis and planning
- Excellent strategic thinking skills, with the ability to understand both complex policy detail and high level, strategic connections across a broad portfolio and an outstanding eye for critical detail
- Personal resilience and ability to prioritise with experience of working effectively and of leading a team successfully during periods of sustained pressure, scrutiny and ambiguity with proven capability and evidence of ability to work in fast paced, ambiguous and constantly adapting environments.

Desirable:

- Fellowship of the Academy of Medical Science or equivalent
- An understanding of the international health research funding structure, interactions and issues
- An understanding of epidemiology, clinical trials and complex intervention evaluations, statistics, economics and qualitative social sciences

As the most senior medical leader for UKHSA this individual must exhibit good judgement and strong principles – holding and delivering a pragmatic, professional and evidence-based view under challenge.

Security Clearance Level Requirement

Please note that this role requires a minimum of Security Check vetting. If not already held, the successful candidate can start the role once Security Check (SC) clearance has been obtained. Where suitable, individuals may also be requested to undergo Developed Vetting.

For meaningful National Security Vetting checks to be carried out individuals need to have lived in the UK for a sufficient period of time. You should normally have been resident in the United Kingdom for the last 10 years to obtain Developed Vetting (DV) clearance. UK residency less than the outlined periods may not necessarily bar you from gaining national security vetting and applicants should discuss with the recruitment team in the advert for further advice.

Benefits of working for the Civil Service

Whatever your role, we take your career and development seriously, and want to enable you to build a really successful career with the Department and wider Civil Service. It is crucial that our employees have the right skills to develop their careers and meet the challenges ahead, and you'll benefit from regular performance and development reviews to ensure this development is ongoing. As a Civil Service employee, you'll be entitled to a large range of benefits.

Equality, Diversity, and Inclusion

The Civil Service values and supports all its employees.

We have strong and pro-active staff networks, special leave policies for hospital appointments, flexible working policies, workplace adjustments put in place for those who need them, and talent programmes to help everyone irrespective of background, to achieve their potential and thrive.

Diversity and inclusion matter at UKHSA. We are an inclusive organisation, where everyone can thrive, and our people are at the centre of what we do. To do that effectively we are committed to attracting, retaining and investing in a talented workforce that represents the diversity of our population. We will continue building a truly diverse workforce and a culture of openness and inclusivity, where differences drive innovation to meet the needs of our workforce and communities, so we can serve them better. We will always see a person's background as an asset and welcome diversity of insight to improve our business and refine our approach. We have a dedicated set of diversity and inclusion strategic priorities which are strongly supported by our senior leaders, Executive Board, Diversity and Inclusion Champions and our staff networks.

Pension

Your pension is a valuable part of your total reward package.

A competitive contributory pension scheme that you can enter as soon as you join where we will make a significant contribution to the cost of your pension; where your contributions come out of your salary before any tax is taken; and where your pension will continue to provide valuable benefits for you and your family if you are too ill to continue to work or die before you retire. Visit Civil Service Pension Scheme for more details. If joining on Medical & Dental terms and conditions, you will retain your NHS pension arrangements.

Generous Annual Leave and Bank Holiday Allowance

25 days annual leave on entry, increasing on a sliding scale to 30 days after 5 years' service. This is in addition to 8 public holidays.

This will be complemented by one further day paid privilege entitlement to mark the King's Birthday.

Staff Wellbeing

Flexible Working Schemes allowing you to vary your working day as long as you work your total hours.

Generous **paid maternity and paternity leave** which is notably more than the statutory minimum offered by many other employers.

Onsite facilities Opportunity to use onsite facilities including fitness centres and staff canteens (where applicable).

Sick Pay

Occupational sick pay.

Season Ticket and Bicycle Loan

Interest-free loans allowing you to spread the cost of an annual travel season ticket or a new bicycle.

The Recruitment Process

Application

Saxton Bampfylde Ltd is acting as an employment agency advisor to UK Health Security Agency on this appointment.

Candidates should apply for this role through our website at roles.saxbam.com using code **OYYOD.**

The closing date for applications is noon on **27 May**

Click on the 'apply' button and follow the instructions to upload the following:

1. A **CV** setting out your career history, with key responsibilities and achievements and relevant professional qualifications. Please ensure you have provided reasons for any gaps within the last two years; and
2. A **Supporting Statement** (up to 1500 words) explaining how you consider your personal skills, qualities and experience providing evidence of your suitability for the role, with particular reference to the criteria in the person specification.

Failure to submit an application will mean the panel only have limited information on which to assess your application against the criteria in the person specification.

As part of the online application process, you will be asked a number of diversity-related questions. If you do not wish to provide a declaration on any of the particular characteristics, you will have the option to select 'prefer not to say'. The information you provide when submitting your application will help us monitor our progress towards the Civil Service becoming an inclusive employer and a great place to work. See the Civil Service Diversity and Inclusion Strategy for more information or go to Equality and Diversity

Should you encounter any issues with your online application or are unable to apply online please contact maria.dodson@saxbam.com.

Selection Process

Paul Kernaghan, a Civil Service Commissioner, will chair the process. The Civil Service Commission has two primary functions:

- Providing assurance that selection for appointment to the Civil Service is on merit on the basis of fair and open competition as outlined in the Civil Service Commission's Recruitment Principles. For the most senior posts in the Civil Service, the Commission discharges its responsibilities directly by overseeing the recruitment process and by a commissioner chairing the selection panel.
- Hearing and determining appeals made by civil servants under the Civil Service Code which sets out the Civil Service values – Impartiality, Objectivity, Integrity, and Honesty - and forms part of the relationship between civil servants and their employer.

More detailed information can be found on the Civil Service Commission website.

In addition to Paul Kernaghan, the other panel members will be:

- **Susan Hopkins** – UKHSA's Chief Executive Officer
- **Chris Whitty** – Chief Medical Officer for England
- **Jon Friedland** - Vice-President (Research & Innovation) at City St George's University of London.

Longlist

Longlisted candidates will be invited to meet with Saxton Bampfylde for a preliminary interview week commencing 8 June.

Shortlist

The panel will then assess your application to select those demonstrating the best fit with the role by considering the evidence you have provided against the criteria set out in the 'Person Specification' section. Failure to address any or all of these may affect your application.

The timeline later in this pack indicates the date by which decisions are expected to be made, and all shortlisted candidates will be advised of the outcome as soon as possible thereafter.

Assessment

If you are shortlisted, you will be asked to take part in a series of assessments which will include psychometric tests and 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

Shortlisted candidates will be offered a fireside chat with the Chief Executive to provide an authoritative insight into the Agency and the challenges it faces.

You will be asked to attend a panel interview in order to have a more in-depth discussion of your previous experience and professional competence in relation to the criteria set out in the Person Specification. The interview will commence with a short presentation.

In the Civil Service we are challenging ourselves to become a more diverse and inclusive organisation. We recognise that recruitment and inclusion of individuals with diverse skills, perspectives and backgrounds will bring real strength to the organisation, the wider Civil Service and to society. To help support this aspiration all selection panels will have both female and ethnic minority and/or disabled membership.

Full details of the assessment process will be made available to shortlisted candidates.

Offer

Regardless of the outcome, we will notify all candidates as soon as possible after the final interview.

Expected Timeline

We will try and offer as much flexibility as we can, but it may not be possible to offer alternative dates for assessments or interviews. You are therefore asked to note the below timetable, exercising flexibility through the recruitment and selection process, in order to meet the dates given. Please note that these dates may be subject to change.

The anticipated timetable is as follows:

Advert Closing Date	12:00 on 27 May
Longlisting	Week Commencing 1 June
Shortlist Meeting	Week Commencing 15 June
Assessments	Week Commencing 22 and 29 June
Interviews	10, 15 or 16 July

Can I apply if I am not currently a civil servant?

Yes. This role is open to suitably qualified people in the external market as well as existing civil servants.

Can I join on secondment terms?

Yes, this role can be a secondment opportunity.

Is this role suitable for part-time working?

This role is available for full-time. There may be some flexibility to offer less than full time or flexible working patterns. However, the importance and nature of the role makes this a demanding and sometimes time critical work delivery agenda so you should discuss any proposed alternative working pattern with maria.dodson@saxbam.com before applying.

Can this role be done as a job share?

Yes, the role can be done as a job share. We will only accept applications from candidates who apply as a job-share partnership. As joint candidates, please ensure you state this on your applications. At interview you will deliver your presentation together, demonstrating your shared leadership approach, while each of you will be interviewed separately to ensure both partners individually meet the required standard. You will also need to outline a clear working-pattern proposal with planned overlap and show how you operate as a unified partnership with strong communication and collective accountability

Will the role involve travel?

Regular travel will be required for this role, including to represent the organisation across the UK and overseas.

Where will the role be based?

The role will be based at one of UKHSA's core locations (Birmingham, Leeds, Liverpool, and London) or at one of our scientific campus sites (Colindale, Porton and Chilton). You may also be based in one of UKHSA supporting hubs, or health protection operation centres. Whilst the role can be based nationally, there is a need to travel regularly to our HQ in London. This role will also require regular travel overseas.

Unfortunately, relocation costs will not be reimbursed.

Can I claim back any expenses incurred during the recruitment process?

No. Unfortunately we will not be able to reimburse you, except in exceptional circumstances and only when agreed in advance.

What nationality do I need to hold in order to apply?

To be eligible for employment to this role you must be a national from the following countries:

- The United Kingdom.
- The Republic of Ireland.
- The Commonwealth*.
- European Economic Area (EEA) nationals with (or eligible for) status under the EU Settlement Scheme.
- Relevant EEA or Turkish nationals already working in the Civil Service.
- Relevant EEA or Turkish nationals who have built up the right to working the Civil Service; and
- Certain family members of the relevant EU and Turkish nationals.

**Individuals will need to demonstrate that they meet the relevant immigration requirements*.

For further information on whether you are eligible to apply, please visit Gov.UK.

Is security clearance required?

Yes. If successful you must hold or be able to obtain a minimum of Security Check vetting. If not already held, the successful candidate can start the role once Security Check (SC) clearance has been obtained. Where suitable, individuals may also be requested to undergo Developed Vetting.

More information about the vetting process can be found here

Alternatively, please contact maria.dodson@saxbam.com for more information on the process.

What reasonable adjustments can be made if I have a disability?

We are committed to making reasonable adjustments in order to support disabled job applicants and ensure that you are not disadvantaged in the recruitment and assessment process.

If you feel that you may need a reasonable adjustment to be made, or you would like to discuss your requirements in more detail, please contact maria.dodson@saxbam.com in the first instance.

Do you offer a Guaranteed Interview Scheme for Disabled Persons?

Disabled applicants who meet the minimum selection criteria in the job specification are guaranteed an interview. Selection will be on merit. If you wish to claim a guaranteed interview under the Disability Commitment, you should complete the relevant section of the online application. It is not necessary to state the nature of your disability.

UKHSA is a Disability Confident Level 3 employer and has Carer Confident Level 2 accreditation. We also support the Great Place to Work for Veterans and Prison Leaver Recruitment schemes.

Will this role be overseen by the Civil Service Commission?

Yes. As this role is one of the more senior posts within the Civil Service, a commissioner will oversee the recruitment process and chair the selection panel.

More detailed information can be found on the Civil Service Commission website.

What do I do if I want to make a complaint?

The law requires that selection for appointment to the Civil Service is on merit on the basis of fair and open competition as outlined in the Civil Service Commission's Recruitment Principles.

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 scs.mdrecruitment@ukhsa.gov.uk in the first instance.

If you are not satisfied with the response you receive from the Department, you can contact the Civil Service Commission.

What should I do if I think that I have a conflict of interest?

Candidates must note the requirement to declare any interests that might cause questions to be raised about their approach to the business of the Department.

If you believe that you may have a conflict of interest, please contact maria.dodson@saxbam.com before submitting your application.

The Civil Service is committed to becoming an exemplar employer on inclusion.

We know that working inclusively and harnessing a range of talents means solving problems better, making better decisions and delivering better public services. We are committed to representing as broad a range of views and backgrounds as we have in UK society, focused not just on the characteristics protected under law but equally committed to greater socioeconomic diversity, greater regional diversity and to building teams where effectively harnessing cognitive diversity is the way decisions are made. We know that diverse perspectives and experiences are critical to an effective, modern Civil Service that delivers policies and services for all of our citizens.

Our vision is to ensure the Civil Service represents modern Britain and is a truly inclusive employer – an example to other employers. We will create an organisation where diversity and fairness are not only respected and valued – but celebrated - and where everyone can see where they belong, and no one feels excluded.

What's in it for me?

We want to maximise the potential of everyone who chooses to work for us – regardless of background, working style or career experience.

If you're interested in becoming a world class leader, developing your career with us – starting with this interesting and challenging role – or doing things differently and inspiring colleagues, then the Civil Service is the place for you.

Our passion for inclusion and equality means creating a work environment for all employees that is welcoming, respectful, fair, engaging, and enriched with opportunities for personal and professional development.

What's next?

You've taken the first step and looked through this job pack to understand the skills and experience needed to perform this role. Now join us in achieving our ambitions and let us help you achieve yours. Read more.

UK Health Security Agency

Saxton Bampfylde

Contact us

Should candidates like to discuss the role in more detail before submitting an application, please contact maria.dodson@saxbam.com

Our work is regulated by the Civil Service Commission.

UKHSA is a Disability Confident employer.