Head of Cybersecurity
Job description

Together we are help and hope for everyone living with dementia

Who we are

Dementia is the biggest health and social challenge of our time.

There are currently estimated to be 900,000 people in the UK with dementia. Many are undiagnosed and facing the realities of their condition alone.

At Alzheimer's Society we're working towards a world where dementia no longer devastates lives. We do this by giving help to those living with dementia today and providing hope for the future.

We're here for everyone living with dementia.

As a Society, we are made up of people with dementia, carers, trusted experts, campaigners, researchers and clinicians. We are the UK's largest collective force of people with unparalleled knowledge and over 40 years of experience addressing the biggest challenges facing people living with dementia.

Together we are help and hope for everyone living with dementia.

Our values

Our values tell everyone who we are as an organisation. Our values make sure that our focus is clear for the challenges and opportunities ahead and remind us what we all stand for. Our values are evident in everything we do, how we do it and how we work together.

These are not just words on a wall, we live these every day in all our work. We are Determined to make a difference when and where it matters most, by being passionate, focussed and making a lasting impact for people affected by dementia.

Determined to make a difference

We're passionate, we're focused and we make a lasting impact for everyone living with dementia.

Trusted expert

We're listening, we're learning and we use experience and evidence.

Better together

We're open, we combine our strengths and we achieve more together.

Compassionate

We're kind, we're honest and we don't shy away from challenges.

Through our values we will make the greatest difference for people affected by dementia. Whether you are someone living with dementia, a family member or carer, a supporter, a donor, a colleague from another organisation, an employee or a volunteer, these four values will shape your experience with Alzheimer's Society.

Head of Cybersecurity

Position in the Organisation

Reports to the Associate Director IT.
Member of our Technology Leadership team.
Part of our Technology directorate.

Purpose of this Role

We are here for anyone affected by dementia to help them navigate some of the hardest and most frightening times of their lives.

We are advisors, supporters, fundraisers, researchers, influencers, communicators, technical specialist and so much more. We are volunteers, we are employees, and together we are here to make a difference to the lives of people living with dementia and their carers.

The Head of Cyber security plays an important role, and is responsible for developing, implementing, and maintaining a comprehensive cybersecurity strategy to protect Alzheimer's Society's Dementia systems, data, and infrastructure. The role leads efforts to safeguard user information and data ensuring compliance with relevant regulations and maintain the integrity and availability of our line of business systems, digital and partner systems. The role also works to promotes a cybersecurity culture and awareness across the society and serves as a trusted advisor to the Society's directorates.

You will:
- Think big,
- Be a pragmatic planner,
- Foster adaptability and agility,
- Make the complicated simple,
- Advocate for working together.
- Ability to balance strategic and tactical thinking.

Work with our teams to lead the data and digital transformation across our directorates and deliver meaningful change.

We are looking for someone who exemplifies our values, someone who is: Determined to make a difference when and where it matters most. A Trusted Expert who believes in working Better Together and demonstrates true Compassion.

Key Accountabilities and Responsibilities

Strategy and Leadership:

- Develop and execute a robust cybersecurity strategy aligned with the Society's business strategy, objectives and risk appetite.

- Build and lead a high-performing team of cybersecurity professionals, providing mentorship, guidance, and opportunities for growth, continuous improvement, and innovation

- Collaborate effectively with stakeholders across directorates to align data and digital solutions with broader business goals.

- Regularly communicate progress, challenges, and achievements to senior leadership and relevant stakeholders.

- Report on cybersecurity matters directly to the Associate Director IT, CTO and ELT.

Risk and Compliance:

- Perform regular risk assessments and implement appropriate controls and mitigations to identified threats.

- Ensure the Society systems, information and data is compliance with regulations including GDPR, NHS, ICS, and protections toolkit, and other relevant standards.

- Establish and maintain robust data governance frameworks, ensuring compliance with relevant regulations and protecting sensitive information

- Develop, implement, and maintain incident response and disaster recovery plans.

Technical Oversight:

- Oversee the implementation and maintenance of security technologies including firewalls, intrusion detection systems and encryption tools.

- Monitor systems for security breaches and investigate and suspicious activities

- Work and collaborate with teams Technology teams to ensure security is integrated into all aspects of the Society's technology infrastructure within all directorates.

- Work with architecture teams to design and implement scalable, secure, and user-centric digital and data architectures to support business needs.

- Security oversight of technology projects, to ensure they adhere to timelines, budgets, and quality standards.

- Work with parent and supplier Cybersecurity teams to ensure that all data and digital systems and processes adhere to industry best practices for security and compliance.

- Serve as a trusted advisor to senior leadership and stakeholders across the organisation, providing expert guidance on matters of data and technology security.

- Plan and manage regular security testing across our IT services.

Awareness and Training

- Develop and deliver cybersecurity awareness programs across the society

- Keep informed of emerging threats and technologies in the cybersecurity environment.

We are also looking for someone who can...

- Adhere to all the Society's service standards, policies, and procedures.

- Comply with the data protection regulations, ensuring that information on clients remains confidential.

- Be responsible for personal learning and development, to support the learning and development of others and the whole organisation.

- Work in a manner that facilitates inclusion, particularly of people with dementia.

- Implement the Society's health and safety policy and procedures, ensuring that all practices and procedures are undertaken in accordance with a healthy and safe working environment and that all staff and volunteers for whom you may be

responsible are aware of their responsibilities in respect of their role, monitoring data and recommending action as required.

- Administrate and organise own work to ensure that it is accurate and meets quality targets, reasonable deadlines, and reporting requirements.

- Follow the Society's management information guidelines and requirements, including ensuring appropriate monthly measures on service usage levels are collected and submitted on the services database or other systems in accordance with deadlines.

Person Specification and Selection Criteria

Reminder: By providing too much information we reveal our security environment to cyber criminals

Skills & Knowledge	Essential (E) or Desirable (D)	Application (A) or Interview (I)
Information security management system experience	E	I
Risk management and assessment	E	I
Incident response and investigation	E	I
Regulatory compliance (GDPR)	E	I
Regulatory compliance (NHS toolkit)	D	A
Cloud Security	E	I
Network Security	E	A
Penetration testing and vulnerability assessment	E	I
A security architecture design	E	I
Data protection and privacy	E	I
Cybersecurity frameworks (NIST and ISO27001)	E	A
NHS digital Security	D	A
Vendor Management	E	I
Software development languages	D	A
AI and ML cybersecurity	D	I
IOT security	D	A
Project Management	D	A

	Essential (E) or Desirable (D)	Application (A) or Interview (I)
Presentation skills	D	I
3+ years' experience in IT security management roles	D	A

Competencies & Personal Attributes	Essential (E) or Desirable (D)	Application (A) or Interview (I)
Be a team player, supporting colleagues when there are deadlines, and who knows when to ask for help themselves.	E	I
Be a self-starter and incredibly motivated.	E	I
Excellent organisational and timekeeping skills.	E	I
Excellent attention to detail.	E	A
Strong leadership skills, with the ability to lead the teams through periods of change and ambiguity in a compassionate way.	E	I
Non-judgemental communication	E	A
Excellent interpersonal skills, with the ability to build trust and credibility internally and externally	E	I
Commitment to and understanding of equal opportunities and experience of championing diversity & inclusion across the business.	E	I
Understanding of the inclusion agenda and its relevance within a diverse society	E	I

Essential requirements are those, without which, the post holder would not be able to fulfil the responsibilities of the role.

Desirable requirements are those which would be useful for the post holder to possess and will be considered when more than one applicant meets the essential requirements.

Our benefits

Financial Security

- Group Personal Pensions Plan with Scottish Widows - with up to 8% employer contribution rate
- Life Assurance Scheme - two times your annual salary
- Society Plus and Smart Spending App - giving you unbeatable savings at hundreds of retailers
- Bike Loan Scheme
- Season Ticket Loan Scheme

Health & Wellbeing

- BUPA Healthcare Plan
- 24/7 Employee Assistance Programme including online and face to face counselling
- Discounted Gym Membership with Society Plus
- Lived Experience Networks
- Wellbeing Events
- Bike Loan Scheme

Personal Development

- Apprenticeships
- Women in Leadership development programme
- Leadership development programme
- Early career researchers
- Financial support towards relevant professional qualifications
- Study leave

Family & Dependants

- Paid time off work for fertility treatment
- Paid time off work to support those transitioning
- Enhanced family leave – 16 weeks paid leave for all eligible parents
- Paid compassionate time off work and bereavement leave
- Paid time off work for dependants

Recognition

- Annual people awards evening
- Long service awards
- Thank you eCards
- Values Hero and Society Legend Awards

Work Life Balance

- Starting at 27 days annual leave plus bank holidays (pro-rata)
- Career breaks
- Flexible working