YOUR NEW ROLE AT THE TRUST

		PAY BAND:
JOB TITLE:	**Cyber Security Support Analyst**	
FUNCTION:	Technology	Support **Delivering** Specialist/Managerial Technical Lead/Function Head Senior Leadership Team
THE TEAM:	The Cyber Security team play a critical role in defending The Prince's Trust's technology infrastructure against cyber-attacks.	

WHERE YOU WILL FIT

CEO	Chief Technology Officer	Head of Cyber Security	**Cyber Security Support Analyst**

HOW DOES THIS ROLE IMPACT YOUNG PEOPLE?

We believe security is as much about people as technology, and therefore, security underpins everything we do. You will keep our data and our young people's interactions secure.

WHAT WILL YOU DO?

- Second-line support for cyber incidents, after the Managed SOC provider.
- Work with Infrastructure and Workplace to handle incidents that the Managed SOC provider cannot handle themselves, and work with the Head of Cyber Security to prevent re-occurrence.
- Create, manage, and monitor regular metrics on vulnerabilities, Identifying trends, risks, and opportunities for continuous cyber security improvement.
- Advise the user base as to when and why Security Assessments are required to be carried out by the Head of Cyber Security.
- Support the Head of Cyber Security in obtaining the Trust's Cyber Essentials and Cyber Essentials Plus certifications.
- Support the Head of Cyber Security in co-ordinating the Trust's annual infrastructure pen testing and any resulting remediations and baseline hardening.
- Support with change implementation initiatives as required, following the framework advised by the Head of Cyber Security.
- Carry out other tasks from time to time that are deemed appropriate for the role.

THE SKILLS YOU'LL BRING

All of the roles at The Trust are key to our success and there are certain skills we need to be successful. And while we will shortlist the most qualified people for the role, we ask everyone for a supporting statement. If you think you could do the role, but don't have all the desirable experience, we would still love to see an application from you.

WE REALLY NEED YOU TO HAVE THESE

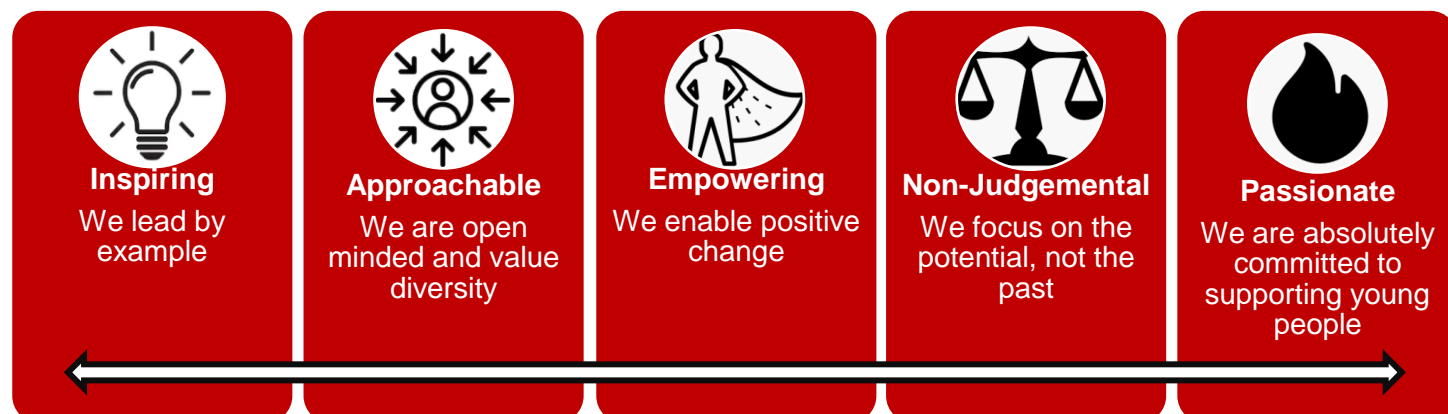| Skills & Knowledge	Why do we need this?
Good, demonstrable knowledge of application security and web security	Having good knowledge of application and web security is integral to the success of this role and the safety of The Trust.
Strong knowledge of all protocols across the TCP/IP stack backed up by experience	It is important to have practical knowledge of all protocols that are in use and potentially in use, to understand vulnerabilities and weaknesses in the review.
Sound knowledge of data security, including knowledge of GDPR, the application of the legislation within Technology and how this impacts the Cyber Security at The Trust	Data governance is important for the Trust, and we ensure those principles are applied within our Technology. GDPR compliance and recognising associated risks are part of that.
Strong communications skills	To be able to successfully explain security concerns to the wider Technology area and everyday end users clearly to raise awareness, adjusting your approach to the audience.
Approachable, open-minded and value diversity	Supporting our admission to become one of the UK's most equal, diverse, and inclusive organisations serving young people is a key priority for the Trust and the Cyber Security team.
Experience	**Why do we need this?**
Managing your own workload, setting realistic and timely deadlines, and being trusted to get the job done.	The work will follow a range of established procedures, so the ability to manage and prioritise workload is essential.
Security incident management experience.	Timely and speedy responses are critical when dealing with incident management, along with the ability to see an issue through to conclusion.

WE WOULD LOVE IT IF YOU COULD DO THIS

Experience	Why do we need this?
SIEM use	A major part of the role is second-line support after our managed SOC. Therefore, experience of SIEM use is highly desirable.
Experience in pen testing, Azure and/or AWS	Part of the role is working on penetration testing, so experience of this is desirable. The Trust uses Azure and AWS so past experience here is also desirable.
Coordinating Cyber Essentials and Cyber Essentials Plus	The Trust is a Cyber Essentials organisation, so we would value experience with Cyber Essentials and Cyber Essentials Plus
Experience in setting up log sources and network sensors	We will, in future, have reason to update our SIEM log sources and site sensors, so past experience of this will be valued.
Demonstrate experience as a Developer with recent experience within cyber security	Development experience would be useful for building developer capabilities, explaining vulnerabilities and advising on remediation. Python experience is beneficial for scripting work.

WHAT DO WE EXPECT FROM YOU?

OUR VALUES

Our values are at the heart of everything we do – they articulate who we are and how we work together to achieve our aims to help young people.

Inspiring
We lead by example

Approachable
We are open minded and value diversity

Empowering
We enable positive change

Non-Judgemental
We focus on the potential, not the past

Passionate
We are absolutely committed to supporting young people

Here at The Prince's Trust, we're committed to equality, diversity, and inclusion. We want to be an organisation that's representative of the communities we serve, which is why we strive for diversity of age, gender identity, sexual orientation, physical or mental ability, ethnicity, and perspective. Our goal is to create an environment where everyone, from any background, can be themselves and do the best work of their lives.

We're a Stonewall Diversity Champion and we are Disability Confident employer. Our staff, volunteers and young people are supported by PT CAN (our Cultural Awareness Network), PT GEN (Gender Equality Network), PT DAWN (Disability & Wellbeing Network) and Pulse (LGBTQIA+ Network). For more information, click here.

OUR BEHAVIOURS

We expect certain behaviours from you about how you interact with colleagues, our partners, young people & the public. As someone who works in the delivery level, we would expect that you live these behaviours.

Leading by Example	Continuous Improvement	Effective Communication	One Team	Delivering Results
You inspire others through passion for what we do	You seek out opportunities afford by change, adapting accordingly and to enhance own development and build expertise.	You're approachable, clear and professional	You offer support to colleagues and ask for help when needed	You manage projects effectively; planning, organising resources and reprioritising as required
You keep young people and our end goal in mind	You suggest improvements and alternative approaches wherever appropriate	You treat people as individuals, tailoring communication and influencing style accordingly.	You manage the expectations of others, gaining buy-in where required	You monitor progress towards milestones, taking actions to ensure deadlines are met
You build trust in others by demonstrating reliability		You communicate difficult messages and challenge others' thinking effectively	You share knowledge and information	You make effective, data-driven decisions, considering consequences and consulting with others where appropriate
You engage in challenges with optimism and resilience	You give and receive feedback, harnessing new information to improve your own performance	You listen to others with empathy and sensitivity	You build relationships with others across The Trust and externally, where appropriate	You take the initiative to solve problems and develop several potential solutions
You're authentic and bring your unique talents to work, encouraging others to do the same		You act as an ambassador for The Trust whenever communicating externally	You act as an ambassador for your own team across The Trust	

THE WELFARE OF OUR YOUNG PEOPLE

The Prince's Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. As part of this commitment, we undertake basic disclosure checks in accordance with the Codes of Practice for all roles within the Trust, and for our roles working directly with young people, at an enhanced level. Having a criminal record will not automatically exclude applicants.