



## Expression of Interest (EOI)

The Ministry of Justice (MOJ) is seeking to appoint up to 12 specialist external independent stakeholder members to the Advisory Board on Female Offenders (ABFO). The Board is responsible for oversight of the delivery of the Female Offender Strategy (2018) and provides expert advice and challenge on policy and operational issues relating to female offenders.

The Advisory Board is chaired by the Minister for Prisons and Probation, Alex Chalk MP.

## 1. Background

The Advisory Board on Female Offenders was established in 2013 to bring together government departments, criminal justice agencies and key stakeholders to provide expert advice and challenge to the government on the delivery of its strategic priorities for female offenders. It has supported the development of female offender policy over the last 8 years. Through the expertise and knowledge of the members, the Board helped to shape the content and aims of the Female Offender Strategy (2018) and is now supporting the implementation of an extensive work programme to deliver its aims and objectives.

The Female Offender Strategy sets out the government's commitment to a new programme of work for female offenders, driven by our vision to see:

- fewer women coming into the Criminal Justice System and reoffending;
- fewer women in custody, especially on short-term sentences, and a greater proportion of women managed in the community successfully; and
- better conditions for those in custody.

The Strategy committed to giving the Advisory Board on Female Offenders responsibility for monitoring and advising on the delivery of commitments in the Strategy. It also committed to “ensuring that we have relevant expert representation by regularly refreshing stakeholder membership through an application process”.

## 2. The role

Members of the Advisory Board are senior representatives of government departments, criminal justice agencies and other independent external organisations, particularly in the third sector, with an interest and expertise in improving outcomes for female offenders and women at risk of offending. Members are responsible for:

- oversight of the implementation of the Female Offender Strategy
- advice and challenge on the development of female offender policy and operational issues
- national leadership on the female offender agenda

Please read the Advisory Board [Terms of Reference](#) for further information about the role of the Board.

We are looking for up to 12 independent external stakeholder members with expertise and knowledge in addressing the complex needs of women in or at risk of contact with the justice system. Applications are welcome from third sector and statutory organisations, such as health and local government, as well as independent candidates including those with lived experience of the criminal justice system. Successful applicants are likely to be Chief Executive/Directors or senior members of their organisation, or similar.

The Board meets 4 times a year in central London, although meetings are currently held virtually. Additional meetings may be called, where necessary. Posts are not remunerated.

### **3. Person Specification**

#### **3.1 Commitment**

Members should be prepared to:

- attend quarterly meetings, and any ad hoc meetings that may be called
- contribute actively to discussions at the Board
- be involved in setting agendas and any preparatory work ahead of meetings
- examine and provide comments on documents under discussion
- bring issues and papers to the Board
- provide advice and challenge on the government's female offender policy, including offering insights from "lived experience", where appropriate

#### **3.2 Selection Criteria**

We want to ensure that the Advisory Board has a wide range of expertise relating to women. We are seeking applications from individuals who can demonstrate expertise in one of the following specialist areas at all points of the criminal justice system.:

1. Minority ethnic and non-British national women in the criminal justice system
2. Whole Systems Approaches, local partnership working and co-commissioning and procurement of services
3. Strengthening and maintaining family ties
4. Mental health in custody and the community
5. Offender health and social care
6. Substance misuse services
7. Accommodation and residential services for women
8. Providing trauma informed services for vulnerable women with complex needs
9. Research on women in the criminal justice system
10. Community services for women
11. Employment

Please send a CV, including contact details, and an Expression of Interest (EOI) to the ABFO Secretariat at [cjwst@justice.gov.uk](mailto:cjwst@justice.gov.uk). The EOI should set out;

- Your assessment of the aims and commitments of the Female Offender Strategy and the challenges of delivering these, with reference to the wider policy and operational context (*max 500 words*)
- Which of the specialist areas you wish to be considered for and explaining how you are qualified in this area (*max 500 words*)
- Evidence of your experience and knowledge at senior board level (*max 500 words*)

Please note that any text in excess of the word limit will be disregarded.

#### **4. Selection Process**

The selection procedure shall consist of an assessment of the applications against the selection criteria.

Candidates may be invited to attend an interview if there is a surplus of applications for particular specialisms.

In appointing members of the Advisory Board, MOJ will aim at ensuring a high level of expertise, as well as a balanced representation of relevant areas and interests. They will consider the role of the Board, the type of expertise required, as well as the relevance of the applications received.

#### **5. Deadline for applications**

The deadline for applications is midnight on Sunday 6 June. We regret that any applications received after the deadline will not be considered.

Applications, and any queries about this process, should be sent to the ABFO Secretariat at [cjwst@justice.gov.uk](mailto:cjwst@justice.gov.uk).