



Home Office

Co-Chair of the Home Office Science Advisory Council

Recruitment information pack

Information pack for applicants with academic and industry backgrounds in:

- Anthropology
- Behavioural Science
- Economics
- Engineering
- Human Geography
- Medical Science/Technologies
- Political Science
- Physical Science
- Statistical Science
- Computational and Data Science

Further to this, we are looking for academic and industry expertise that can be applied to one or more of the following areas, as well as other Home Office priorities:

- Artificial Intelligence, Technology, and Innovation
- Homeland Security and Democratic/State Threats
- Migration and Borders
- Public Safety

The closing date for the receipt of applications is **17 November 2025 at 0900 hours**.

Completed applications should be emailed to HOSACsecretariat@homeoffice.gov.uk

If a HOSAC Co-Chair role is filled by a current member, the vacant HOSAC member role may be offered to candidates from this recruitment.

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Background

About the Home Office Science Advisory Council

Science, technology, analysis, and research are vital to the Home Office as they provide the capabilities and evidence-base underpinning our policies and operational practice across public safety, homeland security, and migration and borders.

The Home Office Science Advisory Council (HOSAC) supports the Home Office Chief Scientific Adviser (CSA), Professor Jennifer Rubin, by providing independent science advice to Home Office policy and operations, and communicating the importance and impact of science and research to the Department.

It is within the council's responsibility to:

- Provide the Home Office Chief Scientific Adviser with independent advice to maximise the quality of the science and research that informs strategic delivery and policy development.
- Provide independent scientific advice to the Home Office on matters relevant to its policy and operations.
- Proactively facilitate creative links between the Home Office, the wider scientific community, stakeholder groups, and other Government Departments to inform and support work relevant to the Home Office Areas of Research Interests and emerging research questions.
- Proactively identify and share emerging scientific or technological advances or trends with the relevant departmental leads.
- Act as a forum for the discussion of science and technology within the Home Office to support and enable the work of the Home Office CSA.
- Support and complement the Home Office's specialist scientific advisory committees and to facilitate coordination of their work.

HOSAC is an independent advisory council sponsored by the Home Office. Recent projects include an assessment of future threats, review of specific aspects of the asylum system and, support to various analytical sprints. HOSAC is supported by a Secretariat that is based in the CSA's Private Office. The full Terms of Reference for HOSAC can be found in **Annex A**.

Governance

The Secretariat will be the link between the government and the council members. HOSAC adopts the governments [Code of practice for Scientific Advisory Committees](#) (CoPSAC). Members will also be expected to abide by [The Seven Principles of Public Life](#), and should interact with government transparently and openly, whilst

ensuring that they act in an unbiased and independent manner. See the [Principles of Scientific Advice to Government](#) for further guidance.

Role of a Co-Chair

Role: The Co-Chairs are responsible for ensuring that the Council's aims are being met and working with the Secretariat to structure the Council's workplan. The Co-Chairs will also have the same expectations as council members and will follow the council's code of practices.

The Co-Chairs will be responsible for engaging in regular planning meetings with the CSA and Secretariat, chairing the quarterly council meetings, and reacting to shorter turnaround requests. The Council may convene subgroups and/or groups with wider membership to work on specific issues between meetings and may convene or take part in other events. The Home Office may also request advice from the Council or its Members on an *ad hoc* basis or in emergencies. The Co-Chairs may lead the coordination of many of these workstreams from a HOSAC perspective, with support from the Secretariat, and should proactively share their ideas and knowledge where they consider it will add value.

Additional to Council members, the Co-Chairs will also take part in the annual HOSAC review process and member appraisals. The Co-Chairs will work with the CSA to discuss the strategic direction of the Council and with the Secretariat to ensure that the balance of member skills is appropriate a given the task.

Location: Council-level meetings will normally take place at Home Office Headquarters, 2 Marsham Street, London. Some HOSAC meetings may take place at a suitable external venue.

Appointment: The Co-Chairs will be appointed through fair and open competition by a selection panel including the CSA.

Duration: The Co-Chair will be appointed for a three-year term and may be re-appointed once. Reappointment is decided by the CSA depending on several factors and the Co-Chairs performance will be reviewed annually. A Co-Chair may, at any time, resign by notice in writing to the Home Office Chief Scientific Advisor

Time Commitment: The commitment will equate to approximately 25 days per year.

Remuneration: Council members will be remunerated for their time with an honorarium. The annual time commitment will be up to 25 days. Travel expenses will be covered in addition to the honorarium.

Person Specification

The Co-Chair will bring a high level of relevant experience and expertise, reflecting the broad range of sciences and perspectives applicable to the Home Office's work. They will look beyond their own specialisms to work across disciplines and perspectives, whilst thinking strategically to understand how science can be used to develop and test policy, achieving concrete impacts that benefit people. They should be well connected to wider work and discourse so they can help the Home Office identify and engage with wider networks. They will be able to chair and lead a diverse group of highly capable, experienced people.

The Co-Chair of HOSAC is appointed as an individual, not as a representative of their particular profession, employer, discipline or interest group. They have a duty to act in the public interest, including the [Seven Principles of Public Life](#) and observe the highest standards of public office – including impartiality, integrity and objectivity.

The Co-Chairs have responsibility for:

- Being accountable to the Home Office CSA for leading the Council, working with the CSA to ensure the linkages between HOSAC and the policy making of the department.
- Providing effective leadership, working with the Home Office CSA to set the agenda and the direction of the Council.
- Ensuring that every member of the Council has the opportunity to be heard and that no view is overlooked or ignored.
- Effective chairing of HOSAC board meetings.
- Working consultatively on any matter related to the membership of the Council.
- Consulting with the CSA on matters concerning the membership of the Council.
- Ensuring that the workings of HOSAC are conducted in line with the Code of Practice for Scientific Advisory Committees.

Essential criteria

The Co-Chairs will be able to demonstrate:

- Eminence in a scientific discipline, evidenced by national and/or international impact, and the ability to work comfortably across a wide range of relevant scientific disciplines.
- Strong communication and interpersonal skills with a collaborative style.
- Understanding of how science can be used to develop and test policy, with an ability to achieve concrete impacts that benefit people.
- Effective contribution to multi-disciplinary groups advising on complex and/or strategic scientific or technical questions.
- Strong analytical and judgement skills, independent thinking while being open to challenge.

Desirable criteria

- Experience of chairing or leading multi-disciplinary groups of senior experts.
- Understanding of the wider context in which the Home Office operates.

Application of expertise

The Co-Chairs should be able to apply their expertise in:

- Anthropology
- Behavioural Science
- Economics
- Engineering
- Human Geography
- Medical Science/Technologies
- Political Science
- Physical Science
- Statistical Science
- Computational and Data Science

To one or more of the below areas, and should have cross-cutting experience that can be applied to a range of other Home Office priority areas.

1. Artificial Intelligence, Technology, and Innovation

- Ability to apply technical / socio-technical expertise in areas relevant to Home Office priorities, as listed below:
 - Migration and borders (e.g. increasing efficiency of related processes)
 - Homeland security (e.g. strengthening and protecting democratic mechanisms)

- Public safety (including counter terrorism)
- Experience of communicating AI, technology or innovation to non-technical audiences.
- Expertise that falls outside of the remit of the [Science and Technology Ethics Advisory Committee](#).
- A demonstrated ability to evaluate the suitability of AI, technology or innovation for different applications.
- An excellent understanding of AI, technology or innovation challenges and benefits across a range of topics, and the ability to convey the latest emerging opportunities or threats that could impact the Home Office.
- Ability to evaluate AI, technology or innovation related systems and approaches used in the Home Office and to recommend improvements.

2. Migration and Borders

- Ability to apply expertise to the field of migration or border control with emphasis on areas with relevance to the Home Office.
- Specific areas of interest are listed below:
 - Evidence / analytical expertise on asylum and irregular migration.
 - Evidence / analytical expertise on resettlement and integration.
 - Evidence / analytical expertise of processes at the border.
 - Evidence / analytical expertise of environmental impacts.
- Ability to evaluate and communicate where and how migration evidence can be used within the Home Office, including current and future challenges and opportunities – for example on understanding migrant motivations and behaviours, or using different sources of evidence to inform migration and border policy.
- Ability to evaluate the suitability of migration data for different applications.
- An understanding of migration challenges and benefits across a range of topics, and the ability to convey the latest emerging opportunities or threats that could impact the Home Office.
- Ability to evaluate the migration-related systems and approaches used in the Home Office and to recommend improvements.

3. Homeland Security and Democratic/State Threats

- Experience as a researcher or industrialist on topics relating to homeland security and democratic/state threats.
- A demonstrated ability to evaluate and communicate where and how data relating to homeland security can be understood within the Home Office, including identifying current and future challenges and opportunities.
- An excellent understanding of challenges and benefits, and the ability to convey the latest emerging opportunities or threats that could impact the Home Office.
- Ability to evaluate homeland security related systems, programmes, and approaches used in the Home Office and to recommend improvements.

4. Public safety

- Experience as a researcher or industrialist in areas which aim to improve public safety. The below topics are of particular interest:

- Violence against women and girls
- Illicit markets
- Knife crime
- Anti-social behaviour
- Crime prevention
- Young futures
- Counter extremism
- Ability to evaluate and communicate where and how public safety data and evidence can be understood within the Home Office, including identifying current and future challenges and opportunities.
- An excellent understanding of the challenges in maintaining public safety, and the ability to convey the latest emerging opportunities or threats that could impact the Home Office.
- Ability to evaluate the public safety systems, programmes, and approaches used in the Home Office and to recommend improvements.

Recruitment process

Response instructions

If you wish to apply for this position, please submit:

- A concise **CV** (maximum 2 sides of A4) setting out your career history, with responsibilities and achievements.
- A **cover letter** (maximum 2 sides of A4) highlighting your suitability and setting out how you meet the essential criteria. Please note that the supporting statement is an important part of your application and is as much the means by which you will be assessed as your CV.

Completed applications should be emailed to HOSACsecretariat@homeoffice.gov.uk by **17 November 2025 at 0900 hours.**

Any queries should be forwarded to the same address.

Covering letter

Your covering letter should provide evidence of your skills and experience against the essential and desirable selection criteria set out above. Please be clear about the scale and significance of your role/achievement. The evidence you provide against the selection criteria will be used by the selection panel to determine your suitability for the role.

Selection Process

Applicants will be assessed by an appointment's selection panel comprising the Home Office Chief Scientific Advisor, HOSAC Co-Chairs and an independent panellist. The panel will consider those candidates who best demonstrate that they meet the stipulated criteria as set out in this information pack. All candidates will be informed of the outcome of the sift stage by email before interviews are conducted.

Due diligence

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

At the point of acceptance, the successful applicant will be asked to submit relevant details so that the process of security clearance can be commenced.

Once security clearance has been completed, the new Co-Chair will be informed and their details posted on the HOSAC page of the Gov.UK

<https://www.gov.uk/government/groups/home-office-science-advisory-council>

Please note: Expenses incurred by candidates during the recruitment process will not be reimbursed by the Home Office except in exceptional circumstances and only when agreed in advance.

Indicative Timetable

Please note that these dates are only indicative at this stage and could be subject to change. Please let us know in your application letter if you are unable to meet these timeframes.

Advert Closing Date	17 November 2025 at 0900 hours
Short List Meeting	Week commencing 17 November 2025
Final Panel Interviews	December 2025

Appointment to HOSAC

Conflicts of Interest:

Every HOSAC member will have to complete their Register of Interests which is uploaded onto the gov.uk page. Any updates to this document should be communicated to the secretariat. Should a matter give rise to a conflict of interest, Co-Chairs are required to inform the other Co-Chair and CSA in advance and withdraw from discussions or consideration of the matter. Guidance on handling conflicts of interests is provided in the Code of Conduct for Board members of Public Bodies.

A HOSAC Co-Chair is expected to inform the other Co-Chair and CSA in advance of a new appointment that may impinge on their duties as a member of HOSAC. HOSAC members should report annually even if this information is unchanged. Members are required to inform the Co-Chairs and Secretariat if they intend to accept a prominent position in any political party and understand that this could impact their HOSAC appointment.

Gifts and hospitality

All members are expected to ensure that acceptance of gifts and hospitality can stand up to public scrutiny.

Freedom of Information Act 2000

HOSAC maintain openness and transparency by publishing meeting minutes along with HOSAC written papers and reports. HOSAC abide by the statutory right to information provided by the Freedom of Information Act 2000. All significant papers should be published as soon as possible once HOSAC has delivered its advice, unless non-disclosure is justified under the Freedom of Information Act 2000.

Security clearance

The successful candidate will be required to obtain Security Clearance (SC) before taking up post. Please note, individuals should normally have been resident in the UK for 5 years preceding their application for SC clearance. There may also be the option to be considered for Developed Vetting.

For further information, please follow this link: <https://www.gov.uk/guidance/security-vetting-and-clearance>

Guaranteed Interview Scheme for Disabled Persons

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. Selection will be on merit. If you wish to apply for consideration under this scheme, please notify HOSACsecretariat@homeoffice.gov.uk.

Data Protection

The Home Office takes its obligations under the Data Protection Act seriously. Any data about you will be held in secure conditions with access restricted to those who need it in connection with dealing with your application and the selection process. Data may also be used for the purposes of monitoring the effectiveness of the recruitment process, but in these circumstances will be kept anonymous. If you are unsuccessful, your personal data relating to application will be destroyed after 12 months. If you are successful, data will be passed to the Home Office personnel team.

HOSAC Terms of Reference

The primary role of the Home Office Science Advisory Council (HOSAC) is to support the Home Office Chief Scientific Adviser (CSA) in providing independent scientific advice to the Home Office on matters relevant to its policy and operations. In addition to this, HOSAC aims to advise and support officials across the Home Office in topics relating to science, technology, analysis, and research. The Council also supports the CSA in engaging and communicating the importance and impact of research and scientific issues to the department. In this context, 'science' non-exclusively includes economics, social science, statistics, operational research and engineering, physical and life sciences, ethics, and data science.

HOSAC operates under the [Code of Practice for Scientific Advisory Committees \(CoPSAC\)](#) published by the Government Office for Science; this code sets out the general responsibilities of the Council and its members. Members should also abide by the [7 Principles of Public Life](#).

It is within the Council's responsibility to:

- provide the Home Office Chief Scientific Adviser with independent advice to maximise the quality of the science and research that informs strategic delivery and policy development.
- provide independent scientific advice to the Home Office on matters relevant to its policy and operations.
- proactively facilitate effective links between the Home Office, the wider scientific community, stakeholder groups, and other Government Departments to inform and support work relevant to the Home Office areas of research interests.
- proactively identify and share emerging scientific or technological advances or trends with the relevant departmental leads.
- act as a forum for the discussion of science and technology within the Home Office to support and enable the work of the Home Office Chief Scientific Adviser.
- support and complement the Home Office's specialist scientific advisory committees and to facilitate coordination of their work.

The membership of HOSAC is as follows:

- The two equal Co-Chairs and independent members of the Council are appointed by the Home Office Chief Scientific Adviser. The Co-Chairs will be appointed for a 3-year term and may be re-appointed once. Members are appointed for a 3-year term and can be reappointed to a maximum of 10 years.
- Chairs of the [Advisory Council on the Misuse of Drugs](#), [Animals in Science Committee](#), [Migration Advisory Committee](#), [Science Technology Ethics Advisory Committee](#), [Defence Science Expert Committee](#) attend meetings as associate members.

Council Members

Council members are responsible for contributing towards the Council's aims and following the Council's code of practices. Members will be committed to attending quarterly Council

meetings as well as reacting to shorter turnaround requests. Members will be expected to respond to urgent emails from the Department where possible. Members will work on long-term projects as well as ad-hoc work from the Department. As well as responding to incoming work, members should proactively share their ideas and knowledge where they consider it will add value.

Members will be appointed through fair and open competition by a selection panel including the Chief Scientific Adviser. Council members will be remunerated for their time. Travel expenses will be covered in addition to the honorarium. The annual time commitment will be up to 20 days.

HOSAC Co-Chairs

The HOSAC Co-Chairs are responsible for ensuring that the Council's aims are being met and working with the Secretariat to structure the Council's workplan. The HOSAC Co-Chairs will have the same expectations as Council members and follow the Council's code of practices. The Co-Chairs will work with the Secretariat to ensure that the balance of member skills is appropriate for the task.

The Co-Chairs will be appointed through fair and open competition by a selection panel including the Chief Scientific Adviser and they will be remunerated for their time. The annual time commitment will be up to 25 days for each Co-Chair.

Associate Members

Associate members are expected to contribute to the Council's aims and follow the same code of practices as HOSAC members. Associate members will be expected to attend quarterly meetings and be involved in the discussions during the meetings. Associate members will not be expected to work outside of the HOSAC board meetings but may be invited to additional meetings or events which will be optional.

The chairs of MAC, ASC, ACMD, DSEC and STEAC will be automatically appointed as associate members of HOSAC. Associate members will not be recruited directly and will be unremunerated. The annual time commitment will be approximately 4 days.

Annual Review

Annually, the HOSAC Co-Chairs and the Home Office CSA will review the Council's composition and consider whether the current balance of skills and experience available match the Council's future needs. This will be completed through the annual performance review process of individual members (see Ways of Working section on this for more detail).

HOSAC Meetings

Full HOSAC meetings are held quarterly and include attendance by the Home Office Chief Scientific Adviser and other relevant Home Office officials. Smaller, task-relevant meetings and workshops will occur throughout the year as needed in response to departmental requests and needs.