

## Head of Public Affairs & Influencing

<b>Location:</b>	London, with the potential for some remote working <i>The ECU team are currently working remotely as a result of Covid-19 restrictions</i>
<b>Contract type:</b>	Permanent
<b>Hours:</b>	Either 5 days / 37.5 hours per week, or 4 days / 30 hours per week
<b>Salary:</b>	£49,188 - £56,408 per annum (full-time), depending on experience
<b>Reports to:</b>	Executive Director

### About us

The Economic Change Unit is a non-profit organisation that works to accelerate the transition to a fair, sustainable and resilient economy.

For over a decade, the world has been experiencing a range of inter-related crises. Financial instability, widening inequalities and climate and environmental breakdown have now been brought into sharper focus by the global coronavirus pandemic. In response, there is a growing consensus among a broad range of people – including policymakers, business and civil society leaders, academics, campaigners and commentators – that fundamental changes are needed to our economic model.

ECU creates resources to promote understanding of the ideas, policies and practices on which more resilient, just and sustainable economies can be founded. We identify opportunities for economic change and help to connect people and organisations from a variety of sectors who are interested and involved in seeking change, and support them to work together to advance a shared agenda.

ECU was founded in 2019, and we expect to have six staff members in post by the end of 2021. This is a really exciting time to join a relatively new organisation occupying a key role in the new economy movement as we set up our team and embark on a new strategy. This is a new role, and we are open to discussion about what the best job title should be.

### Our values

Our values apply throughout our ways of working, culture, and individual behaviour.

- **Justice:** We believe in social, economic and environmental justice. We work to rectify historical injustices nationally and internationally, as well as to mitigate injustices yet to come. Essential to our conception of justice is a commitment to sustainability.
- **Inclusivity and generosity:** We provide a welcoming, safe and supportive environment to everyone, regardless of gender, ethnicity, sexual orientation, age or disability. We believe this is crucial to ensuring the effectiveness and legitimacy of our work. We recognise that people face systemic oppression based on these characteristics and therefore we have a responsibility to centre anti-oppression in our work.

- **Collaboration:** We don't have all the answers, and through working with others there is more chance of making change. We stand in solidarity with those seeking progressive economic systems change and those who support these ideas.

## About the role

ECU is seeking a highly strategic, dynamic, experienced and effective political operator to lead our policy, public affairs and influencing programmes aimed at accelerating the transition to a fair, sustainable and resilient economy.

You will have a deep commitment to ECU's vision and purpose, a sophisticated understanding of UK politics and how political change occurs, a track record of successful political influencing to secure policy or legislative change, significant experience in dealing with complex policy issues, and demonstrable skill and passion for leading and motivating others.

Working closely with the Executive Director, the Head of Movement-building, and senior staff in ECU's movement partners, you will:

- Provide ongoing analysis of the current UK (and wider international) political context and identify opportunities to influence relevant policy, practice and debate;
- Identify and build relationships with potential allies and supporters across a range of sectors including politics, business, trade unions, the media, and civil society;
- Lead on design and delivery of comprehensive programme strategies combining policy development, advocacy, communications and campaigning;
- Line manage the Policy & Programme Lead(s) and oversee the development of ECU's strategic communications function.

## Key responsibilities

### *Policy, Political Strategy & Influencing*

- Lead on political intelligence-gathering, horizon-scanning, and analysis of economic and other relevant policy developments and debates to identify opportunities to advance new economy ideas, narratives, policies and practice.
- Lead on the development and delivery of comprehensive programme strategies - combining policy development, multi-stakeholder advocacy and influencing, communications, and campaigning activities - aimed at securing support for new economy proposals from target decision-makers and influencers in the UK Government, Parliament, media, and business and civil society communities.
- Work with the Head of Movement-building to support ECU's movement partners to develop a shared set of economic policy priorities and a shared programme of activities to develop and advance them.
- Lead on the development of ECU's strategic communications function (future successful fundraising-permitting).

### *External Relationships*

- Build and maintain relationships with key individuals and groups in politics, policy-making, business, trade unions, the media, and civil society, helping to foster a network of strategic allies for the new economy movement.

- Build and maintain strong relationships across the broad range of organisations and individuals in the new economy movement, particularly staff leading on policy, communications and influencing.
- Represent ECU externally, including at public and private conferences, workshops and other events with key stakeholders.

#### *Fundraising*

- Support the Executive Director to strengthen funder relationships, identify and cultivate new donors, draft funding applications and report on grants.

#### *Team & Organisation*

- Provide excellent line management to 1-3 staff (currently one Policy & Programme Lead).
- Support the Executive Director with organisational planning and strategy development.
- Lead on developing and maintaining a robust, efficient system for capturing evidence of ECU's contribution to policy impact, including progress in establishing and deepening relationships with key influencing targets.
- Deputise for the Executive Director as and when required.
- Attending relevant Board and sub-committee meetings.

### **Person specification**

#### **Essential**

1. A sophisticated understanding of how political change occurs, including the role of the media in driving change.
2. A track record of successful political influencing work, including building cross-party support and securing policy and/or legislative change through impactful relationship-building, advocacy and media work.
3. An excellent knowledge of current economic and political debates in the UK and on the global stage, and of ideas and proposals for how to build a more just, sustainable and resilient economy.
4. Deep commitment to ECU's purpose and values (set out above).
5. A strong understanding of the workings of Westminster, Whitehall and the devolved administrations.
6. Significant experience of dealing with complex policy issues, and a proven ability to get up to speed quickly on such issues.
7. Outstanding interpersonal and influencing skills, with experience of building and managing senior stakeholder relationships and working constructively in coalitions.

8. Experience of devising and implementing media strategies and liaising with journalists.
9. Demonstrable leadership and team-working skills, including ability to motivate and support others, and willingness to 'pitch in' at all levels of work.
10. Excellent verbal and written communication skills, including experience of producing high quality, engaging blogs, reports and other external content tailored for a range of audiences.
11. Willingness to occasionally work evenings and weekends, and to undertake domestic and overseas work trips on occasion.

### **Desirable**

12. Experience of working in Parliament.
13. Experience of public campaign strategy development and delivery.
14. Experience of line managing staff or volunteers.
15. Knowledge and experience of monitoring, evaluation and learning in a policy context.
16. Experience of fundraising and an understanding of the nature and constraints of funding provided by charitable foundations.

### **Equity, inclusion and diversity**

We are committed to providing equal opportunities for everyone, regardless of their background. We believe this is crucial to ensuring the legitimacy and effectiveness of our work. We recognise that people face systemic oppression based on factors including their gender, ethnicity, sexual orientation, age and disability, and therefore we have a responsibility to centre anti-oppression in our work.

We acknowledge that people from a number of communities are underrepresented in our team and in the wider economic justice movement, and we're committed to doing what we can to address this.

We welcome applications from people of all backgrounds, and are keen to particularly encourage applications from the following groups of people who are underrepresented in our sector: women, black people and people of colour, and people from a working class background.

We are open to assisting with childcare or other duties that may prevent candidates from attending an interview.

## How to apply

To apply, please download an application form and an Equal Opportunities Monitoring form from [econchange.org/jobs](https://econchange.org/jobs), complete them, and send them to [recruitment@econchange.org](mailto:recruitment@econchange.org) before the closing date. Please send your application as a Word document (not a PDF) and please do not include any other documents with your application - they will not be read.

Closing date for applications: **9.00 am, Thursday 12 August 2021.**

First interviews will take place on **Tuesday 24 August.**

*Due to the volume of applications we usually receive, we regret that we are unable to offer feedback to individual applicants.*

## Get in touch

If you have any questions about the role, or if you feel you could succeed in this role but are unsure if you meet all the role requirements, please contact Sarah-Jayne Clifton, Executive Director, at [sarah@econchange.org](mailto:sarah@econchange.org) for an informal conversation.

Thank you for your interest in the Economic Change Unit.