JOB DESCRIPTION

TITLE: Policy and Public Affairs Officer for Wildlife and Countryside Link

CONTRACT: This is a full-time permanent role of 37.5 hours per week

SALARY: £33,000 - £37,000 pa

BASED: Hybrid - Home-working/London office based

REPORTING TO: Director of Policy and Advocacy

APPLICATIONS TO: recruitment@wcl.org.uk

APPLICATION DEADLINE: Friday 4th September

Interviews: online w/c 21st September

The post will work with marine policy leads across our membership to coordinate our marine working groups to research, draft and build support for policies to support recovery of the marine environment in England. The post will also support the Director of Policy and Advocacy and the broader policy team in developing and maintaining relationships with parliamentarians to influence policy in Westminster.

You will understand the legislative process and parliamentary procedures and will have the ability to communicate detailed policies in a compelling and persuasive way, especially in written form. Experience of and a proven track record of working with politicians is advantageous, as is experience of supporting successful advocacy campaigns. You should feel comfortable with detailed policy research and drafting, as well as parliamentary advocacy. Any experience of marine policy will be particularly advantageous.

KEY RESPONSIBILITIES:

- Play a pivotal role in policy development for 97 environment charities including through supporting Link's marine work groups: marine, bycatch and marine mammals. You will need to play a strategic leadership role across the sector to build consensus and prioritise policy goals.
- Promote agreed environmental policy messages to Government, civil service and Parliamentarians
- Produce written briefings, policy digests and research in support of the sector's policy goals
- To work with the Director of Policy and Advocacy and broader policy team to support engagement with MPs across all of Link's policy areas and in development of political strategy for the organisation.
- Maintain a contact list of parliamentarians and government contacts and support regular parliamentary engagement including through input into oral questions, backbench debates, private members bill and select committee engagement.

	Essential	Desirable
Experience and skills	• Excellent written and verbal communication skills with the ability to adapt communication style to a range of audiences	• Knowledge of environmental policy (knowledge of marine policies including fisheries management, offshore energy development and marine protected area management preferable)

	• Problem solving and analytical skills with the ability to identify and carry out research opportunities and build arguments that will lead to the best outcomes for nature • Aptitude for coalition-building and diplomacy with the ability to manage a range of views and to lead development of policy prioritisation and positions. • Excellent organisation skills or proven project management skills • Clear understanding of Government, Parliament and policy-making	• Experience of working in the Westminster Parliament, or work to influence Parliamentarians • Media experience or experience in using social media to promote and advocate for policies. • Experience working with others to prioritise policy goals and plan a political strategy?
Personal disposition	• Commitment to environmental improvement, public access to nature and nature conservation • Committed to cooperative working, leading by example and supporting and motivating other staff • Self-motivated but also a good team-player • Considerate and respectful of others • Enjoys working independently, within a small team • Resilient under pressure and the ability to manage competing workloads and prioritise tasks	• Established networks in the environment movement and government

The role may require some travel and possible overnight stays at conferences and occasional evening meetings.

In order for the organisation to work effectively, you may be required to assist with other areas of work and therefore you should be prepared to undertake other duties appropriate to the post and any other reasonable duties required.

Find out more about Wildlife and Countryside Link, our 97 members, our campaigns and media work at www.wcl.org.uk and at (@WCL_News) / Twitter

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