

Job opportunity: Senior Policy Officer – Industrial Decarbonisation (one-year contract)

December 2020

ABOUT THE ORGANISATION

The Aldersgate Group (www.aldersgategroup.org.uk) is an alliance of leaders from business, politics and civil society that drives action for a sustainable and competitive economy. Our members include some of the largest businesses in the UK from a wide range of economic sectors with a collective global turnover of over £550bn. Other members include leading NGOs, professional institutes, public sector bodies, trade bodies and politicians from across the political spectrum.

We are politically impartial and champion the important role of the business sector in moving the UK towards a competitive, resource efficient, environmentally resilient and net zero emissions economy.

WHY JOIN US

This is an exciting time for the Aldersgate Group. The Group has been heavily involved in the setting of the UK's net zero target, the development of the first Environment Bill in over 20 years and the government's flagship strategies on clean growth, green finance and resource efficiency. We also continued to build on our track record of influencing EU policy such as through the development of the Circular Economy Package. The Group is actively involved in ensuring the UK government puts in place a comprehensive net zero delivery policy package and that its economic recovery package and trade policy are in line with the UK's climate and environmental targets. The Group is also engaging with the EU Commission to help shape the implementation of the Green Deal and the EU's recovery strategy.

In 2021, the Group will be undertaking a major programme of work to ensure that the policy framework is in place for the UK to cut emissions from heavy industry whilst driving industrial innovation, competitiveness and creating jobs. To support this programme of work, the Group is dedicating budget to hire a new Senior Policy Officer as well fund high-quality external research on industrial decarbonisation which the new Officer will manage. The aim of this one-year programme is to put the UK Government in a strong position to push for more ambition on industrial decarbonisation at COP26, and to showcase best practice on decarbonising 'hard to treat' sectors, with a particular focus on steel but looking at other relevant sectors as well. We are also looking to use this programme to engage with leading industrial companies and broaden our membership base in sectors including steel, cement, aggregates, chemicals and ceramics.

The months preceding the COP26 summit will be a key time to influence the new government on formulating a net zero delivery plan that accelerates emission cuts across all sectors of the economy. It will be a particularly exciting time to join our policy team, as policy decisions taken over the next few months will lay the foundations for delivering the climate and environmental objectives for years to come. The Aldersgate Group will play a key role in supporting the UK Government in delivering a successful COP26, with tangible global policy outcomes and business initiatives. This will include maximising the visibility of business and civil society asks and commitments ahead of the summit, co-ordinating our members' activities and announcements and setting up a range of outcomes-focused roundtables and events in the run up to and at COP26.

THE ROLE

The Group is looking to hire a highly motivated Senior Policy Officer to focus on Industrial Decarbonisation on a fixed-term one-year contract. This is an important time to be joining the Group, with significant policy development opportunities ahead in devising a comprehensive net zero delivery plan, an updated Industrial Strategy, a new policy package to deliver an economic recovery aligned with the net zero emissions target and supporting the government in the run up to COP26.

JOB DESCRIPTION

Purpose of the role

The successful candidate will join a small Secretariat of seven employees to provide policy support for Aldersgate Group members, the Board and rest of the Secretariat on the industrial decarbonisation programme. The Senior Policy Officer will report to the Head of Policy.

Main duties and responsibilities

The Senior Policy Officer will support the Head of Policy in developing policy initiatives, by:

- Undertaking research that supports the Group's strategic objectives to tackle industrial emissions whilst safeguarding the sustainable growth and competitiveness of the sector;
- Managing a major piece of external analysis to be published by Summer 2021;
- Building an informal 'coalition of the willing' ahead of COP26, comprising of members, relevant networks and leading businesses and NGOs, that can support and amplify the Group's policy asks on industrial decarbonisation to Government;
- Maintaining an excellent understanding of current industrial / low carbon policy issues to inform other areas of the Group's policy work;
- Developing policy reports and briefings, policy updates for Aldersgate Group members and timely blogs for the website;
- Putting together responses to relevant parliamentary inquiries and government consultations;
- Supporting preparation for policy meetings and events attended by the Head of Policy or Executive Director through the production of briefings and meeting notes;
- Representing the Aldersgate Group at external policy meetings or events where relevant;
- Liaising with the Senior Communications Officer to ensure effective internal and external engagement with the Group's policy work.

The Senior Policy Officer will also provide support for administrative work, alongside other members of the Secretariat, including organising external workshops and events and dealing with internal and external information requests.

Person specification

The successful candidate will hold a degree level qualification or above with three to four years+ of relevant work experience. They will have:

- Solid knowledge and / or demonstrable interest in the UK industrial policy landscape, preferably in relation to at least one of the following sectors: steel, cement, aggregates, chemicals and ceramics. Knowledge of these policy issues in an EU / global context would be beneficial too;
- A good understanding of the UK political system and some knowledge of the EU political system;

- Proven policy development and advocacy expertise on industrial decarbonisation;
- Some experience of project management of a successful policy campaign;
- Some understanding of the business world and what businesses look for in policy making;
- An ability to network and build lasting relationships with politicians, civil servants and representatives of businesses and NGOs.

The successful candidate will:

- Have very good analytical, written and oral communication skills;
- Be highly motivated, proactive and enthusiastic with the ability to work independently;
- Be a confident team player with excellent interpersonal skills and a willingness to be flexible and adaptable;
- Have good personnel management, time management, administrative and organisational skills;
- Have excellent attention to detail.

NB: If you meet the person specification but have less than three to four years relevant work experience, we may be able to consider interviewing you for a Policy Officer position. Please get in touch with Ana Musat if you would like to discuss this in more detail: ana.musat@aldersgategroup.org.uk

TERMS OF EMPLOYMENT

Salary	£34 to £39k per annum, depending on experience
Contract	One-year fixed-term contract
Hours	Monday - Friday, full time, 37.5 hours per week
Leave	25 days per annum plus bank holidays
Location	Working remotely, with office located in Central London (Zone 1)
Start date	As soon as possible

APPLICATION PROCESS

Please email your CV (max two sides) and covering letter (max one side) to Ana Musat (ana.musat@aldersgategroup.org.uk). **The closing date for the receipt of applications is 9.00am on Monday 18 January 2021.** Applications received after this time will not be considered. Unfortunately, we are unable to provide individual feedback on applications.

Successful candidates will be invited for an interview on w/c 25 January.

EQUAL OPPORTUNITIES

The Aldersgate Group is a multi-cultural team. We are fully committed to equal opportunities and we are actively seeking to increase the diversity of our workforce. We strongly encourage eligible candidates from non-white ethnic minorities, and candidates with disabilities, as they are currently under-represented in our workforce.