



Strategy director

March 2018

1. Introduction

Green Alliance is a non-partisan think tank and advocate seeking a greener Britain through better public policy. We play a central role in shaping the environment, energy and resource agendas in the UK and are known for the clarity of our insights and our cross-party influence.

The high quality of our work, our experienced team and our collaborative approach have enabled us to develop excellent relationships at the highest level with political parties, businesses, NGOs and academia.

Shortly after the European referendum, Green Alliance convened 12 other environmental groups and established the [Greener UK](#) coalition, which is working to safeguard environmental protections and use the pivotal moment of Brexit as an opportunity to restore and enhance the UK's environment. Greener UK is having a clear impact and has put the environment squarely on the Brexit agenda. It is an unprecedented coalition of UK environmental groups, with staff working on Greener UK's programme across many organisations. The unit steering it is based at Green Alliance. Funders have made a major commitment in supporting Greener UK, and ensuring its continued impact is a high priority for Green Alliance's strategy director.

2. About Green Alliance: our vision and strategy

Our vision is for the UK to be an outward looking country that uses its diplomatic talent, legal expertise and policy innovation to lead the world in environmental protection, and its entrepreneurial drive to provide the low carbon, resource efficient goods and services the world needs.

It is a desirable place to live and work, with thriving green businesses, an unpolluted environment, safe food, energy efficient homes, minimal waste, affordable sustainable transport, beautiful landscapes and flourishing nature. It is a place where the wellbeing of future generations is assured and young people are optimistic about the future.

Green Alliance believes ambitious political leadership is the route to achieve it.

Our unique role is arguably more important now than it has ever been. We will help the sector respond to Brexit, provide inspiration and space for new thinking, and offer policy solutions to major issues, like climate change, plastic pollution and biodiversity loss.

Over the next three years we will:

- **Build political support** for a vision of a green and prosperous UK, based on the highest environmental and social standards. One in which clean growth and environmental leadership contribute to the UK's competitive advantage.
- **Secure new laws and governance bodies** to ensure a strong environmental protection post-Brexit, including pushing for a new Environment Act to support nature's recovery and people's future wellbeing.
- **Promote new ideas** for policies and approaches across the environmental agenda to support a green economy.

3. The role

You will be responsible for developing and executing Green Alliance's strategy and overseeing Greener UK and its influence on the Brexit process.

As a senior staff member, you will play a central role in increasing the impact of the organisation and ensuring Green Alliance's objectives are fulfilled.

You will develop programmes of work to help us achieve our mission and attract funding, and you will hold key relationships with partners, funders and other stakeholders.

4. Position in the organisation

This post reports to the executive director, Shaun Spiers and is a member of Green Alliance's senior management team. The post holder works closely with the policy director, to develop impactful, challenging and achievable programmes of work, and with the assistant director, who is responsible for the finance, human resources, membership and communications functions of the organisation.

5. Duties and responsibilities

a. Greener UK

- Oversight of the strategic development of the Greener UK coalition, identifying opportunities, and making recommendations to maximise impact.
- Key contact with partner organisations, overseeing delivery of agreed activity.
- Key contact with funders and other stakeholders.
- Strategic support and line management of Greener UK unit staff.

b. Strategic development

- Lead strategic development for Green Alliance, working with staff, trustees and partners to identify new opportunities to increase our impact.
- Nurture external relationships and partnerships to ensure a flow of high quality ideas and insights to inform Green Alliance's work.

c. Programme development

- Identify new ideas and opportunities for Green Alliance work programmes to fulfil our strategic objectives.
- Work with the policy director and heads of policy to develop effective change strategies for all of our programmes.

d. People and organisational management

- Line manage the head of Greener UK, head of politics and senior parliamentary affairs associate.
- Lead Greener UK planning and delivery, ensuring timely outputs to the satisfaction of coalition partners and funders.
- With the senior management team, you will contribute to the overall management of Green Alliance, including financial planning and organisational development.

e. Pitching ideas and raising money

- Lead on fundraising for Green Alliance, supporting and working with staff across the organisation to develop fundable propositions for new areas of work.
- Develop and maintain good working relationships with funders.
- Communicate ideas and proposals effectively to prospective funders.
- Represent and promote Green Alliance through external speaking opportunities.
- Oversee high quality impact reporting to stakeholders.

f. Other responsibilities

- Support and deputise for the policy director and the executive director as appropriate.
- Any other task which may reasonably be requested to be undertaken within the scope of this post.

6. Key relationships

Internal

- Executive director
- Policy director
- Assistant director
- Heads of programmes
- Trustees

External

- Funders, including major charitable trusts and foundations, and business supporters
- Key delivery partners for Greener UK, including consultants
- Senior policy and advocacy staff in partner NGOs and think tanks
- Relevant civil servants, especially in BEIS and Defra

7. Person specification

Experience and knowledge

Essential

- A track record of developing and managing programmes of work in a policy or political environment.
- Deep interest in, and understanding of, environmental policy and politics.
- Good understanding of strategies for achieving public policy change.
- Good knowledge of UK policy making.
- Proven experience of building strong relationships,
- Proven success at raising income, preferably in a policy or research field.
- Strong people management experience.

Desirable

- Experience of working in a fast moving business, NGO or think tank environment.
- Experience of writing and editing content intended for policy and public audiences.
- An established network of contacts and reputation within the sector.
- Senior management and organisational development experience.

Skills and competencies

- Ability to see the big picture, spot development opportunities and act on them.
- Expertise in developing political strategies and theories of change, with a proven track record of tangible impact.
- Exceptional communication skills: oral, written, presentation skills and powers of persuasion (you will need to be an effective sales person).
- Ability to pitch ideas and proposals to secure funding.
- Strong management capability: staff, external partnerships and organisational.
- Ability to oversee multiple workstreams and work at pace.

Academic qualifications

The competencies and experience of the successful candidate will be far more important than formal academic qualifications. However, most staff at Green Alliance hold a good undergraduate degree and many have a post graduate degree in a relevant field.

8. Terms and conditions

Terms:	This post is a full time permanent position, but we are happy to consider secondments and flexible working arrangements for the right candidate.
Salary range:	£48,000 - £53,000
Location:	Green Alliance's office is in Pimlico and is fully accessible.
Hours:	35 hours per week with some flexibility; the post holder would be expected to work the occasional evening for time off in lieu.
Holiday:	25 days per year pro rata in addition to statutory holidays and the period between Christmas and New Year.
Additional benefits:	Green Alliance aims to be a progressive and considerate employer and assist employees to maintain a healthy work/life balance.
Pension:	Green Alliance provides an auto-enrolment pension with Aviva. All employees receive a pension contribution up to 7.5 per cent of gross salary which may be paid into this scheme or another of their choice.

9. Application process

Applicants should complete the application form available to download on the Green Alliance website.

You should focus in particular on how you meet the person specification outlined above, setting out how your previous experience makes you a suitable candidate for this role.

Completed application forms should be sent to recruit1@green-alliance.org.uk

Applications by CV will not be considered.

The closing date for applications is Tuesday, 3 April at 9am.
First interviews are expected to take place on Monday, 9 April.

If you have any queries about the role or would like to have an informal discussion in confidence, please get in touch with Josie Evetts, to arrange to talk to Shaun Spiers, executive director, on 020 7630 4517 or jevetts@green-alliance.org.uk.

Green Alliance welcomes applications from all members of the community. We aim to be an equal opportunities employer.

Please note that Green Alliance can only accept applications from individuals with the right to work in the UK. We are unfortunately unable to sponsor a working visa application

