

Information pack

# Political adviser

May 2024

## **1. Introduction**

Green Alliance is a charity, independent think tank and advocate, committed to achieving a greener future. We believe that ambitious political leadership is the route to change at the speed and scale necessary.

We play a central role in shaping the natural environment, energy and resources agendas in the UK and are known for our cross-party influence and the clarity of our insights.

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

There has never been a more important time to act on the environmental crisis. In 2021, the UK hosted the UN climate conference in Glasgow, published its net zero strategy and passed a new Environment Act. In 2022, Green Alliance played a crucial role in fighting back against rhetoric and campaigns seeking to delay or reverse environmental ambition. The pressure is now on for the UK government to deliver, and it must do so in the face of complex national and global policy and political challenges, and for all parties to embrace ambitious policy platform on the environment as we move closer to the next general election. Green Alliance aims to ensure that the government goes further and faster to meet environmental challenges and we work in partnership with others to do this.

The task ahead is huge. The UK has made significant progress in decarbonising the economy over the past decade, but the government is still not on course to meet its legally binding climate targets. And whilst public support for action is high, political pressure to slow it down is emerging, with the environment at risk of becoming embroiled in a polarised debate that will slow down the urgent action needed. Meanwhile the current cost of living crunch has also become an important political backdrop.

Green Alliance is producing clear evidence that a low carbon, green economy can create new jobs and industries, improve people's lives and lead to a safer, fairer and more resilient future for all as we approach – and we are building new coalitions and alliances for change that will ensure political parties put the environment at the heart of their pitches at the next general election.

## **2. The role**

To help meet these challenges, we are recruiting a new political adviser in the politics team.

The staff member's work will be varied, including but not exclusive to leading the political engagement work for various projects across Green Alliance, covering a broad range of environmental issues, aimed at securing meaningful progress from the current Government, as well as putting climate and nature at the heart of the next general election; building relationships and networks across Westminster; leading advocacy interventions and providing political support to our policy experts.

The role requires a highly skilled individual who will help us build on our strong relationships and networks across Westminster, and to deliver ambitious political leadership on a range of issues.

This is a brilliant opportunity for an exceptional communicator who is adept at bringing people together around a shared vision, and who has the interpersonal skills to inspire and work across Green Alliance and our extensive network of partners.

The role entails identifying opportunities for the UK government to achieve environmental progress and implementing advocacy strategies to secure it. The post holder will have direct access to senior policy makers and environmental leaders, so will need to articulate recommendations succinctly and persuasively.

A successful candidate will need excellent understanding of UK political processes (especially in Westminster, parliament and Whitehall) and experience of using it to influence policy processes effectively, including through the use of different media outlets. Experience of operating within the system or of working directly with politicians and the media to achieve policy change would be a distinct advantage. An understanding of environmental policy would be beneficial but is not vital.

We are seeking a highly organised and capable multi-tasker, who can think on their feet, while managing multiple relationships and advocating plans concurrently.

### **3. Position in the organisation**

The post holder will report to a senior member of the politics team and will work closely with Green Alliance's policy and communications teams. They will be required to brief and advise the senior management team regularly. They will be involved in task managing policy assistants.

### **4. Key tasks and responsibilities**

- Lead and support the delivery of Green Alliance projects to influence environmental policy, including convening others in the environment sector to maximise impact.
- Track issues and analyse their relevance to the organisation's objectives, and the UK's environmental agenda, with a particular focus on emerging political trends.
- Support the implementation of Green Alliance's political strategy and deputise for the head of politics, where necessary.
- Nurture and sustain Green Alliance's relationships with decision makers in Westminster and Whitehall and use them to enhance the impact of our work.
- Strengthen and expand Green Alliance's relationships with political journalists in the Westminster lobby and enhance their understanding of environmental issues and the politics around the net zero goal and nature.

- Write (or ghost write) briefings, articles and content on behalf of Green Alliance, and our partners and allies, to effect meaningful policy change in Westminster.
- Build relationships with MPs' and peers' offices to table Written and Oral Questions, provide briefings for debates and evidence sessions, and more, as well as strengthen relations with relevant select committee staff.
- Help develop, with colleagues, new impactful, fundable projects aimed at developing ambitious leadership for the environment.
- Any other task which may reasonably be requested to be undertaken within the scope of this post.

## 5. Person specification

### Knowledge and experience

#### Essential:

- A passion for achieving change and experience of successfully influencing policy processes through advocacy and campaigning.
- A good understanding of the UK's political landscape and processes, e.g. parliamentary questions, amending legislation, select committee processes.
- Experience of working with a broad range of stakeholders, convening and collaborating while managing competing priorities and beliefs.
- Experience of supporting programme delivery, co-ordination and administration.
- Experience of writing press releases, quotes and media engagement to secure coverage.

#### Desirable:

- Direct experience of working with politicians and political advisers, or senior decision makers, in a political context.
- An understanding of UK and global environmental policy.

### Skills and competencies

- Excellent interpersonal skills and the ability to build relationships and networks with a wide variety of colleagues and stakeholders.
- Commitment to, and understanding of, the complexities of cross sector collaboration.
- Good project planning, prioritisation, and delivery skills.

- Excellent drafting and writing skills.
- Ability to work as part of a team and being responsive to new opportunities.
- Strong influencing and advocacy skills.
- Competent use of social media, such as Twitter.
- MS Office, including functional use of MS Excel.

## **6. About Green Alliance: our culture and values**

Green Alliance is committed to achieving positive outcomes for the environment. To do so successfully, we aim to create a supportive, inclusive and collaborative working culture that allows our staff to reach their full potential.

In our work to deliver ambitious leadership for the environment we are guided by the following values:

### **We are optimists**

We believe that a green and prosperous UK is achievable.

### **We are change makers**

We are flexible and agile, focusing on where the power is, and on whatever we think will have the greatest impact.

### **We are collaborative**

We are pluralists and believe that collaboration and seeking to understand others' viewpoints is the only way to make progress; this is reflected in how we operate both internally and externally.

### **We embrace complexity**

We will never ignore the fact that environmental issues are inherently complex and inseparable from other important issues, including social impacts, and we do our best to address this in all our work.

### **We are inclusive**

In all aspects of our work we seek to include, involve and listen to diverse voices and communities, as a necessary component of success.

## **About Green Alliance: our vision and strategy**

Our vision is for a green and prosperous UK for all.

We want a country where people and nature can thrive together. Where the economy is built on strong environmental principles to ensure long term wellbeing and a healthy environment.

We believe that everyone, wherever they live, should have affordable, sustainable, high quality homes, food and transport, and access to green spaces. The UK should be a place where nature's value is recognised and where a carbon neutral and zero waste economy enables green businesses to provide good jobs across the country. We want the country's scientific excellence, capacity for innovation and diplomatic talent to set the global standard for environmental protection.

We believe that ambitious political leadership is at the core of achieving this.

### **What we do**

**Advocacy:** driving policy change and empowering politicians to show ambitious environmental leadership.

**Research and insightful analysis:** building evidence and improving understanding of complex environmental challenges, as well as public attitudes and perceptions.

**Convening with a purpose:** forging constructive alliances focused on raising political ambition for change, with a wide range of partners across business, academia and civil society.

**Effective communications and influential events:** hosting informed debate, increasing understanding of important issues and keeping the environment at top of the political agenda.

### **Our strategic aims**

Under our current strategy, Green Alliance is working to ensure the UK government rises to the significant environmental leadership challenge of this decade and, in doing so, reaps the many social and economic benefits that will come from addressing the climate and nature crises.

Our aims:

Turn UK political ambition on climate and nature into rapid action.

Promote effective solutions for a fair transition to a green economy.

Push the boundaries to find new answers to complex environmental problems.

## Terms and conditions

Terms:	This post is offered on a permanent contract. We are happy to consider flexible working arrangements.
Salary:	£33,950 - £36,292 starting salary will be commensurate with experience.
Start date:	We would prefer the successful candidate to start within two months of accepting an offer.
Location:	Green Alliance's office is in central London and is fully accessible.  You would need to work from our office in Westminster on a regular basis for this role with some flexibility to work from home occasionally. We will provide IT hardware and other equipment needed for working from home, but you will need good internet access.
Hours:	35 hours per week with some flexibility; the post holder would be expected to work occasional evenings for time off in lieu.
Holiday:	25 days per year in addition to statutory holidays and the period between Christmas and New Year.
Benefits:	Employee Assistance Programme, cycle to work scheme, interest free season ticket loans.
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.



## 7. Application process

Applicants should complete and return the application form on the Green Alliance website to [recruit2@green-alliance.org.uk](mailto:recruit2@green-alliance.org.uk). You should focus in particular on how you meet the person specification. Please save and send your completed application form as a Word or PDF document titled **Your Name\_Political**.

**Please note, CVs will not be considered.**

The closing date is **Tuesday 28 May 2024 at 9am**. Interviews are expected to be held in person at our office in Millbank on Wednesday 12th June.

If you have any queries or would like an informal discussion about this role, please contact Chris Venables ([cvenables@green-alliance.org.uk](mailto:cvenables@green-alliance.org.uk)). All expressions of interest will be received in confidence.

At Green Alliance we believe that a diverse team leads to higher quality policy development and advocacy for the environment. We value the breadth of lived experience of our staff and support people to thrive. We encourage applications from all sections of society, particularly those from working-class backgrounds and people of colour who are under-represented in the environment and think tank sectors, to help us achieve our vision of a green and prosperous UK for all.

**Please note that we can only accept applications from individuals with the right to work in the UK. We are unable to sponsor working visa applications.**

