

Job Description

Head of Advocacy and Engagement

Responsible to: Executive Director

Responsible for:

Team: Advocacy and Engagement

About the role

The Head of Advocacy and Engagement is responsible for building relationships and advocating for FGF's work with key stakeholders in government, parliament, the civil service, the commercial sector and the broader ecosystem of progressive think tanks, academics and civil society and for overseeing business development.

Key responsibilities

1. Lead FGF's fundraising activities, horizon scanning the funding landscape, identifying opportunities and preparing funding bids.
2. Manage the continued expansion of the Business Panel, identifying and securing new members and developing positive relationships with existing members to support their continued membership; plan and oversee an annual programme of activities for the Panel.
3. Develop networks of funders and stakeholders at all levels, building FGF's credibility and extending our reach and influence; advocate for the recommendations in FGF policy reports and other products to maximise the impact of FGF's work.
4. Working with the Communications team, oversee FGF's events programme, including party conferences; project manage individual events ensuring compelling programmes and high profile speakers and

maximising sponsorship.

5. Attend Senior Management Team meetings, contributing to the overall leadership of the organisation.
6. Undertake other duties commensurate with the role to support the effective operation of FGF.

Person specification

Essential

- Significant experience working in a senior role in central or local government, political party, think tank or not-for-profit organisation.
- In depth knowledge of contemporary public policy trends and debates.
- Proven experience of business development and a track record of writing successful funding bids and securing commercial income.
- Excellent communications and advocacy skills, including compelling report writing and verbal presentation skills.
- Experienced project manager with excellent budget management skills.
- Ability to establish and maintain good working relationships with funders, commercial interests and senior public and party political stakeholders.

Desirable

- Experience of working in a parliamentary or government role