

Director of Political Strategy

Full time 37 hours a week. Some out-of-hours work will be required

Salary range **£36,152- £42,385** dependent on relevant skills and experience

Job purpose:

To manage the provision of research and communication services for the Green Group of MSPs delivering a parliamentary strategy that strongly resonates with media and external audiences.

Reporting to: Green Group Convenor

Location: Edinburgh

Duties and Responsibilities

- Managing the provision of research and communications services for the Green Group of MSPs, including line management of Head of Media, Policy Officer, Parliamentary Assistant and occasional volunteers or interns;
- Working with MSPs in the development and delivery of a focussed parliamentary strategy that strongly resonates with media and external audiences;
- Ensure group research and communications work is joined up, performance driven, and co-ordinated with individual Green MSP staff teams;
- Ensuring the delivery of parliamentary business management support;
- Providing rapid, accurate and detailed research, analysis and briefing on a wide range of devolved policy issues as required, including proactively engaging internal and external expertise where appropriate;
- Liaising with Scottish Government advisors, colleagues in the Scottish Parliament, think-tanks, NGOs, other external groups and Scottish Green Party staff;
- Developing the expertise of the team, identifying and commissioning training opportunities;
- Other duties in support of the MSPs carrying out their parliamentary duties as required.

Experience and Skills

Essential

- Educated to degree level (or equivalent experience)
- Experience of working in a political or public affairs environment
- Experience of developing successful strategies to achieve short and long term goals
- Ability to commission and/or undertake detailed, independent research
- Ability to react quickly to a changing agenda and manage competing priorities
- Experience of working with a diverse range of stakeholders
- Ability to work under pressure to tight deadlines

- A good understanding of Scottish politics
- Experience of line management
- A commitment to supporting the Green Group in pursuing their values and aspirations, and those of the Scottish Parliament

Desirable

- Experience of managing multi-disciplinary teams to deliver successful campaigns
- Strong relationships across policy and media landscape in Scotland
- Proven skills in negotiation

Application Details

Email a one-page covering letter and a two-page CV to GreenMSPs@parliament.scot by Friday 18th May.

Interviews will be held in the Scottish Parliament w/b 28th May.