

# Job Description

<b>Employer:</b>	Energy UK
<b>Job title:</b>	Deputy Director, Policy
<b>Department:</b>	Policy
<b>Location:</b>	Our main offices are in London but offer a hybrid working arrangement with the ability to work 2/3 in our London office
<b>Contract:</b>	Full time, permanent contract (although flexible working arrangements will be considered).
<b>Salary:</b>	£71,400 - £89,250 per annum, depending on experience
<b>Hours of work:</b>	35.25 hours a week with flexibility as and when required
<b>Reporting to:</b>	Deputy Chief Executive

## ABOUT ENERGY UK

Energy UK works with our members, government, the regulator and wider stakeholders to champion a sustainable UK energy industry. Our vision for a sustainable energy sector is one in which our customers receive excellent services at affordable prices, our infrastructure powers the zero-carbon economy, and where our UK industry is both successful today, and able to invest for tomorrow.

Our members come from right across the energy sector, from energy suppliers, and large power generators, to companies providing technologies and services in heat, transport, or power. The energy sector has been changing rapidly in the UK, and with more change to come as we look to deliver on UK decarbonisation; this is the most interesting time to work in energy.

The breadth of our membership means that we see the whole picture in energy, and we bring this, and our passion for good communications, to influence policy and the wider debate on energy. We want to make sure customers have a fair deal and access to great energy services, especially the fuel poor and vulnerable; that the industry sets high standards for its performance and engagement with customers; and that we build the Net Zero economy.

We really value our organisational culture at Energy UK. We have high quality support and development opportunities for our employees, and we are proud to have been awarded a Gold accreditation with Investors in People. We know that the wellbeing of employees is key to our success and this is reflected in our progressive policies around wellbeing, flexible working and mental health.

Energy UK plays a key role in promoting diversity and inclusion across the energy industry. In addition to our Young Energy Professionals Forum, we are a founding member of TIDE, an industry-wide taskforce to tackle Inclusion and Diversity across Energy. We share best practice and foster collaboration across the industry on all issues relating to equality and diversity through our annual Diversity and Inclusion conference

## JOB PURPOSE

The Deputy Director, Policy is responsible for leading our policy team working on generation and investment into critical energy infrastructure, developing and delivering the Association's activities on generation policy and regulation.

This is a critical time for the UK energy generators and wider energy system, with the need to ensure an affordable and secure transition to a low-carbon energy system in line with the carbon budgets. The Deputy Director is responsible for our external policy positions, feeding into our advocacy and campaigns, and wider thought leadership from our team and Members on key policy and regulatory developments, and ideas for the future of the sector

Internally, the Deputy Director is responsible for engaging with Members on the formation of policy positions and managing a team of policy experts across numerous topics, for example, security of supply, investment in renewables and low carbon generation, industry governance, carbon pricing, planning, and environmental standards.

The Deputy Director will also have responsibility for the work programme of the Investment Committee which is drawn from Member companies, as well as overseeing its subsidiary committees and working groups and their work programmes. They also have team members responsible for engagement with our European trade body, Eurelectric on these issues, and keeping an eye on global climate and energy policy developments. The Deputy Director will also lead on coordinating the Power Generation Leadership Forum meetings and actions, alongside the Deputy CEO.

The Deputy Director also has more general responsibilities in terms of member engagement, being part of the management team of the Association, coordinating activities and resources across teams, and assisting the Deputy Chief Executive in setting the overall policy direction of the Association.

The Deputy Director will convey the Association's messages to external stakeholders whether this be bilaterally in meetings, presenting at conferences, or in other channels depending on experience and availability

## MAIN DUTIES

The Deputy Director, Policy will be responsible for:

- ▶ Support the Investment and subsidiary Committees.
- ▶ Manage a generation policy-focused team that includes 5 policy professionals.
- ▶ Lead the development of generation policy and communicate policy positions to stakeholders.
- ▶ Expected to take opportunities to speak at external events, and input into Energy UK events.
- ▶ Monitor policy and regulatory developments and understand the macro and micro economic environment and its impact on the energy sector as a whole, actively participate in policy debates, and undertake occasional media work.
- ▶ Proactively inform the policy-making process by engaging early, providing rigorous analysis of proposals, and putting forward evidence-based solutions;
- ▶ Building and maintaining good relationships with senior representatives in companies, with policymakers and other opinion formers;
- ▶ Actively recruit new members for the association
- ▶ And other such duties as defined from time to time by the Deputy Chief Executive

## SKILLS AND EXPERIENCE

- ▶ A strong background in policy development;
- ▶ Excellent knowledge of energy issues;
- ▶ Experience of working with multiple stakeholders;
- ▶ Experience in project management;
- ▶ Excellent numerical and analytical skills; Strong written/oral communication and networking
- ▶ Self-motivation and ability to manage a busy and complex workload;
- ▶ Good people management skills and experience of matrix working
- ▶ At least five years of relevant work experience

## BENEFITS

- ▶ A competitive salary will be offered
- ▶ 25 days annual holiday plus statutory holidays with the benefit of buying an extra 5 days a year.
- ▶ Birthday Leave and extra day at Easter.
- ▶ EUK is a member of Climate Perks allowing employees to claim up to two days for staff who travel on holiday by train, coach, or boat instead of flying.
- ▶ Annual season ticket loan
- ▶ An employer's pension contribution of 5%
- ▶ Health Insurance
- ▶ Leave for Charitable work
- ▶ Access to an employee assistance programme
- ▶ Training and Development
- ▶ A hybrid working environment with the opportunity to work 2/3 days a week from home
- ▶ Agile working arrangement with core hours of 10am to 4pm
- ▶ Flexible Working Arrangements available to be requested from day one of employment