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| HEAD OF Social policy |
| The Head of Social Policy leads our research and thinking on flagship programmes of work including on public services, housing and social security policy. This role is responsible for the effective delivery of a NEF-wide social policy strategy, and for leading a team and programme of projects. The Head of Social policy acts as a key spokesperson on social policy and inequality for NEF and links our work in these areas to NEF’s other programmes on macroeconomics, environmental policy and local economies.The Head of Social policy generates project ideas, oversees the development of quantitative and qualitative research capabilities in the team, leads social policy funding bids and manages day-to-day funder relationships. This role leads a team that both develops our thinking on the social dimension of new economics, and provides policy and research expertise to other teams.The Head of Social policy will work with others across NEF to develop and test new approaches to policy and advocacy to support NEF’s focus on transforming the way policy is made so that economics serves the interests of people and the planet, and policy better reflects the lived experiences of the people, communities and movements that most need change.This role is part of our wider leadership team, sharing in the management of the organisation and line-managing colleagues within the programme teams. |
| JOB DESCRIPTION  |
| **Social policy*** Lead the development of thinking and strategy across the whole of NEF and externally on social policy, in particular public services, housing and social security policy, and provide expertise across these areas.
* Effectively lead a programme of work, including projects such as ‘good work’, ‘universal family childcare promise’ and ‘living income’, which may combine practice on the ground and building grassroots movements for change with policy development and institutional change.
* Work with research and policy colleagues to lead and maintain the development of high research standards, and share ideas and findings across programmes.
* Collaborate with directors, heads of teams and others to develop and test new approaches to policy development that are multi-disciplinary and engage people with lived experience of the need for change.
* Work with directors and others to develop strategic programmes of work that deliver against NEF’s three missions and cohere with our core message; and build relationships with relevant funders to ensure these can be taken forward in practice.
* Support the delivery of high-quality outputs from all projects with a significant social policy dimension, ensuring findings and recommendations are presented with clarity and precision.

**Research*** Lead the Social Policy team in providing high-quality quantitative and qualitative research and analysis in support of our theory of change.
* Help drive continuous improvement in NEF's approach to policy development and research analysis capabilities, including ensuring NEF maintains and grows its reputation for strong empirical quantitative and qualitative analysis on social policy.
* Provide thought leadership across NEF and externally on the development of social policy, ensuring NEF is coherent and consistent across all its programmes of work.

**External engagement*** Collaborate with directors, heads and project teams to develop and deliver strategies for change so that NEF’s work resonates with relevant stakeholders and has impact.
* Raise the profile of NEF, and that of more junior research colleagues, while building and maintaining a personal profile in social policy.
* Provide thought leadership to the wider sector, at a national, regional and local level, based on NEF's work and act as a public facing social policy expert and spokesperson.
* Respond rapidly to developing media stories about social policy, and work with the communications team to influence media and policy debates.
* Working with colleagues, build and maintain a network beyond NEF with leading experts and practitioners in the field of new economics and social policy.

**Fundraising*** In collaboration with directors and fundraising colleagues, generate project proposals, develop the fundraising strategy for the social policy team and lead relevant project bids.
* Provide input into project proposals being led by others as needed.
* Support team members to develop and take forward project ideas.
* Manage day-to-day funder relationships across social policy projects.

**Organisational leadership, line and project management*** Play a visible leadership role in NEF and participate actively in meetings of the leadership team, taking responsibility for elements of our wider organisational development plans.
* Ensure open channels of communication between the leadership team and staff through regular team meetings, ensuring you represent both the views of your team within leadership spaces and clearly communicate leadership decisions back to your team.
* Provide effective line and overall management of the Social Policy team in line with our policies and values, and proactively support the wellbeing of colleagues.
* Manage projects and allocate people and resources effectively to deliver on budget and on time. Support team members to problem-solve, both individually and in regular project team meetings, and keep projects on track.
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| PERSON SPECIFICATION  |
| **Essential aspects are shown in bold**. Aspects not in bold are desirable but not essential.**EDUCATION & QUALIFICATIONS*** **A degree or equivalent level qualification in one or more areas of social policy or in a subject with knowledge and skills applicable and transferable to social policy, or equivalent training or work experience**

**KNOWLEDGE & EXPERIENCE*** **Proven expertise in policy debates concerning public service development, and housing and/or social security policy**
* **Practical experience of achieving recognised impact from multi-disciplinary research, analysis and policy development**
* Demonstrable experience of successful fundraising
* Experience of dealing with the media
* **Experience managing projects effectively to deliver on time and on budget**
* **Experience line managing others, with an understanding of how to actively play to different strengths in a team, and elicit the views of all team members**
* Knowledge of another of NEF’s main policy or practice areas.
* Experience of team or organisational management and leadership

**SKILLS & ATTRIBUTES*** **The ability to build partnerships and motivate others internally and externally to gain support for NEF’s mission and achieve mutually beneficial goals**
* **Strong qualitative and/or quantitative analytic skills and experience of managing and developing different types of research methods**
* **Excellent written and spoken communication skills and the ability to communicate complex ideas clearly and compellingly to a range of audiences**
* Excellent bid-writing skills. **An understanding of the fundraising landscape for social policy work**
* **The capability to respond quickly to developing media stories**
* **Can navigate challenging situations, both internally and externally, in a clear, sensitive and motivational way and takes a creative approach to problem-solving**
* **Aware of your own skills and knowledge gaps and able to proactively seek feedback as well as sharing feedback with others to support individual growth**
* Experience of representing organisations or talking about research and policy on popular media forums

**MOTIVATION*** **A passion for progressive policy and a desire to shape and advocate for new ideas that put people’s needs and ecological limits at their heart**
* Commitment to bringing about change in line with the new economy movement
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