

Public Affairs and National Programmes Manager

We're delighted you're interested in joining us.

Job Title	Public Affairs and National Programmes Manager
Job Salary	£52,000
Reports to	Policy and National Programmes Manager
Role Type	Full Time, Permanent

Introduction

We're an independent charitable foundation funded by Lloyds Banking Group. We work in partnership with small and local charities, people and communities, changing lives and working towards a more just and compassionate society.

Through unrestricted funding, support to develop, and influencing policy and practice we help small and local charities thrive, communities grow stronger, and people overcome complex issues and barriers so they can transform their lives.

Our Values

We are passionate

We're passionate about the work of small and local charities and communities working towards a better society where people are supported and can thrive.

We are inclusive

We support each other and partners, and together build a space where everyone is embraced, trusted and valued so they can be themselves and fulfil their potential.

We are rooted

We listen and learn from others to understand the challenges people, charities and communities face and commit to act on evidence and knowledge to make lasting change happen.

We are ambitious

We're not afraid to innovate, take risks, and push for change to break down the barriers people face, strengthen charities, foster more connected communities and a more just society.

The Role

This role will grow the Foundation's public affairs activity to enable the Foundation and our charity partners to increase our influencing impact. It will help to ensure the government and key stakeholders engage and work with the Foundation and charity partners to address complex challenges.

Alongside a public affairs focus, the role manages and provides programme support for grant programmes focused on influencing at a national level (our 'national programmes'), taking learning from this and work across the Foundation to influence policy and practice.

Working closely with the Policy & National Programmes Manager, this role will focus on a variety of subject areas including but not limited to championing small and local charities, and key issues helping people overcome complex issues. Under the current strategy these issues are:

- Making the social security system work better for people facing the greatest challenges
- Making sure people facing complex issues have access to suitable accommodation
- Improving support and services for asylum seekers and refugees
- Increasing financial resilience for people facing complex issues

Engaged in several work streams at any one time, this role will lead on specific strands as well as supporting broader work across the PCR Directorate and Foundation more widely.

Key requirements and competencies

- Helping the Foundation deliver changes to practice and policy in a selected number of issues at national level (England and Wales) based on evidence generated through the Foundation's funding, through building relationships, disseminating learning and influencing others.
- Building relationships across government and with key stakeholders to increase the Foundation's influence and increase opportunities for charity partners to influence change.
- Supporting the Policy & National Programmes Manager in developing and delivering a programme of activity to champion and raise the profile of small and local charities, their value and the issues facing them to bring about changes in policy and practice to deliver change in communities.
- Building relationships with key stakeholders to develop ideas and identify potential partners for strategic funding opportunities.
- Providing programme support for grants programmes focused on influencing including managing application and reporting requirements and working alongside grant holders influencing change to increase both their and the Foundation's impact.



- Taking the learning from the Foundation's and our charity partners' work to share knowledge and expertise across the organisation and externally.
- Producing reports, consultation responses, briefings and presentations which highlight our policy positions and spread our influence
- Working closely with the Wales Policy & Partnerships Manager to strengthen our public affairs activity in Wales.
- Working closely with colleagues across the Policy, Communications and Research team to strengthen our insights and the impact of our influencing.
- Representing the Foundation at a range of forums and events and working with Communications colleagues to arrange / host events / meetings / roundtables to convene key stakeholders.
- Working closely with Lloyds Banking Group's policy and public affairs colleagues, sharing insight and learning to increase our influencing impact and achieve shared goals.
- Develop and maintain an approach to tracking political engagement and the impact of our influencing.

Your experience and knowledge

Essential

- A proven track record in public affairs with the ability to demonstrate good political understanding and influence others to affect change.
- Understanding of the structures and working of the UK Government with evidence of experience in campaigning and lobbying work, at a Parliamentary, regional or local level.
- Knowledge and understanding of complex issues and barriers that people and communities face, as well as the experiences of small and local charities supporting them.
- Excellent written and oral communications skills, including the ability to analyse complex and varied written material, engage in debates and present compelling messages to a range of audiences.
- Ability to work effectively with a range of partners including people with lived experience, frontline charities, researchers, think tanks, civil servants and parliamentarians at different levels of seniority.
- Persuasive and diplomatic at all levels with excellent liaison and consultation skills to persuade at a senior level.
- Ability to identify new opportunities, generating ideas, developing plans and delivering on them.
- Commitment to equal opportunities, a more just and compassionate society and willingness to uphold the Foundation's values in all areas of work;
- Excellent organisational skills with strong attention to detail and able to manage competing priorities and meet tight deadlines.
- Good level IT skills, including all MS Office applications.

- Able to work creatively and flexibly in a small team, supporting other colleagues, and with a strong personal commitment to learning and improvement

Desirable

- Experience of managing a grants programme.

Equal opportunities monitoring

The Lloyds Bank Foundation is committed to promoting equality of opportunity in all its activities and aims to ensure a working environment which is free from discrimination and unfair treatment. We are committed to monitoring the diversity of our workforce and that no individual or group will receive less favourable treatment or is discriminated against on grounds of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage and civil partnership, or pregnancy and maternity. The Foundation actively welcomes and values difference across its workforce.

The Foundation wants to meet the aims and commitments set out in its equality statement. This includes not discriminating under the Equality Act 2010

Confidentiality

All information provided by you in completing this Equal Opportunities questionnaire will be treated in the strictest confidence. The data will not be made available to those conducting the recruitment process. The information will be held confidentially for statistical purposes only. We keep all records and personal information gathered in accordance with the requirements of the General Data Protection Regulation (GDPR).

Under the Data Protection laws, you have the right to:

- see any information we hold about you and correct it if it's wrong
- request your data is deleted at any time
- request your data is not used for certain purposes

If you have technical issues submitting your application, please contact:

recruitment@lloydsbankfoundation.org.uk. Note that we do not accept applications via this email address.