

Role profile

Job title: Senior Policy Advisor – Research and Innovation

Directorate: Policy and International Partnerships

Reports to: Head of Research and Innovation Policy

Overall aim

To initiate, scope, lead and deliver the Academy's research and innovation policy work programme, with a focus on delivering measurable policy impact.

To ensure the Academy develops and adopts credible positions in a timely fashion on all key research and innovation policy matters.

Ultimately to shape and inform policy and deliver policy impact so that the UK has a dynamic and thriving ecosystem for engineering research and innovation.

Key responsibilities

1. To initiate, scope, lead and deliver major streams of proactive work within the research and innovation policy work programme, with a focus on delivering measurable policy impact. This will include leading and delivering high quality, timely, evidence-based advice, for example reports, papers, workshops, events, and responses to consultations.
2. Manage a team (Policy Advisor and Policy Officer), delegating work where required to enable them to deliver high quality outputs and develop their networks while providing an exciting, supportive and inclusive working environment that enables them to thrive. Encourage a culture of evaluation, reflection and continuous improvement.
3. To identify and initiate new strategic opportunities to develop and expand the Academy's R&I policy programme and external profile, operating with significant autonomy. Including identifying opportunities to work in partnership where it will bring greater credibility to the advice and raise the profile and impact of the research and innovation policy work.
4. To drive forward creative policymaking, including the design and testing of new approaches to both evidence gathering and policy making and finding innovative ways to connect with policymakers.

5. Maintain an in depth awareness and knowledge of key UK, EU and international policy and political developments of relevance to engineering research, innovation and entrepreneurship in the UK and to act as an internal expert on these specialist topics.
6. Ensure the Academy develops and adopts credible positions in a timely fashion on all key R&I policy matters.
7. Lead the Academy's relationship with sister National Academies on research and innovation policy, identifying opportunities for collaboration and providing a challenge function where needed to ensure appropriate standards of rigour and quality.
8. To develop their personal profile within and beyond the Academy and maintain an effective network of contacts, in order to represent the Academy and its research and innovation policy positions in external interactions with government officials, policymakers and other key stakeholders, including by speaking at events and meetings.
9. Display personal commitment to diversity and inclusion and to proactively build consideration of diversity into our work.
10. To support the Head of Research and Innovation Policy and team in achieving other team and departmental objectives, including supporting on strategic direction and deputising as required.

Key results

- Significant policy impact from the delivery of credible, high-quality, evidence-based policy advice across a range of research and innovation policy issues, and associated influencing activities that enhance the Academy's reputation and have a demonstrable impact.
- Strong working relationships with all key stakeholders including staff, Fellows, UK National Academies, government and beneficiaries.
- Effective representation of the Academy and its research and innovation policy work in the public domain.

Please also be aware of and follow the Royal Academy of Engineering policies and procedures, with particular attention to health and safety, equality and diversity and customer service excellence. To further your development and knowledge you will be expected to attend training as necessary.

The Royal Academy of Engineering reserves the right to amend this role profile as necessary, after consultation with the postholder, to reflect changes in or to the job.

Role Experience, Knowledge and Skills Profile

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	Essential	Desirable
Experience & qualifications	<ul style="list-style-type: none"> • A graduate in science, engineering, or another technical/socio-technical subject • Experience in a professional policy or equivalent role • Experience of evidence-based policymaking and communicating with impact • Experience of undertaking data analysis, synthesis and/or other research methods in policy 	<ul style="list-style-type: none"> • People management experience • Budgetary management experience • Experience or background in science communication • Experience of working in a technical environment or with technical material
Knowledge	<ul style="list-style-type: none"> • Excellent knowledge of key policy issues relating to engineering research, innovation and technology-based entrepreneurship, with specialist expertise in one or more areas • Strong understanding of parliamentary processes, policy development and the structures of government • Broad knowledge of the research, innovation and entrepreneurship community in the UK and internationally 	<ul style="list-style-type: none"> • Understanding of the engineering profession in the UK • Knowledge of European policy on research and innovation
Skills	<ul style="list-style-type: none"> • Excellent written and verbal communication skills with ability to communicate with diverse audiences (both technical and non-technical) • Excellent at building, maintaining and leveraging networks across a diverse range of stakeholders • Good research and analytical skills • Excellent organisational and time management skills 	<ul style="list-style-type: none"> • Strong quantitative skills and familiarity with use of statistics and databases for policy work
Personal style and behaviour	<ul style="list-style-type: none"> • A team player to perform effectively under pressure and at pace • Self-motivated and proactive • Diplomatic and flexible with a collaborative style. • Attention to detail: thorough, succinct and accurate in all aspects of work 	
Other requirements	<ul style="list-style-type: none"> • Personal commitment to the corporate values, vision and objectives of the Academy • Evidenced commitment to equality and diversity. 	

