

JOB DESCRIPTION

JOB TITLE:	Strategic Stakeholder Engagement Manager - South West Net Zero Hub
MANAGED BY:	Programme Manager
GRADE:	Grade 11

BACKGROUND

A fantastic opportunity has arisen for a Strategic Stakeholder Engagement Manager to join the South West Net Zero Hub team.

The South West Net Zero Hub (SWNZH)

Net zero hubs are a nationwide **Department for Energy Security and Net Zero**-funded initiative to support the identification, development, and implementation of energy and net zero projects across five regional hubs. We have five core objectives aimed at stimulating investment in energy projects:

1. Attract commercial investment and help local authorities (LAs) and other local public sector bodies to develop investment models that accelerate progress to net zero.
2. Increase the number, quality, and scale of local Net Zero projects being delivered across the region.
3. Support net zero elements to wider Government programmes and initiatives
4. Support a national knowledge transfer programme to improve information sharing.
5. Raise local awareness of opportunities for and benefits of local net zero investment

The Hub also plays a key role in linking local and central government, as well as connecting organisations across the region, sharing information and best practice, and championing net zero regionally and nationally.

THE ROLE

Reporting to the South West Net Zero Hub Programme Manager, the post holder will support the Net Zero Hub to champion the objectives and outcomes of the programme through the development and delivery of a communication and engagement strategy. The postholder will regularly engage with the Department for Energy Security and Net Zero (DESNZ) and support the Department to keep abreast of net zero delivery in the region as well with Ministerial and senior civil servant engagement with regional projects.

As a member of the South West Net Zero Hub management team, the postholder will provide a strategy for and contribute to increased visibility of the Hub and better understanding of its activity in the region as well as with relevant national stakeholders. This will include, but not be limited to, building relationships with Directors, Heads of Service and Community leaders, as well as have oversight of the wider reach of the Hub, including net zero projects and stakeholders outside of the immediate scope of Hub delivery. The ability to engage senior colleagues and manage a wide ranging and complex portfolio will be key to successful delivery.

The role will provide advice and guidance to stakeholders on established and new net zero policy at both a national and sub-regional level. The role will require capability to effectively work with senior stakeholders and deliver public speaking requirements.

KEY RESPONSIBILITIES

- Update and lead the delivery of a Hub Communication and Engagement Plan working in close consultation with the Senior Communication Officer, with clear outcomes and success criteria, securing input and buy-in from partners and key stakeholders, including the wider team and Hub Board members.
- Report on Hub delivery and activity as required by the DESNZ Local Net Zero team and/or Hub Manager to Ministers and Civil Servants, Hub Board, West of England Combined Authority and other key stakeholders.
- Act as the first point of contact and conduit for Ministerial requests into the Hub and engage meaningfully with DESNZ to represent the Hub and net zero in the South West. Arrange site visits to showcase activity.
- Map net zero activity, networks, partnerships and stakeholders across the South West Net Zero Hub region and keep DESNZ abreast of South West net zero activity.
- Work with the Senior Communication Officer to create, compile and present a portfolio of case studies demonstrating the direct impact of the Hub and showcase the wider delivery of net zero across the region.
- Drive engagement with stakeholders in the public, private and third sectors with a view to promoting the visibility of the Hub's activities and developing strategic opportunities.
- Convene meetings and events with key stakeholders to ensure Hub delivery is undertaken with the knowledge, involvement and support of partners, including DESNZ Local Net Zero team, Combined Authorities, Local Authorities and other key stakeholders.
- Promote strong relationships between partners and assist effective collaboration, building connections and consensus.
- Shape advice and guidance to stakeholders to support understanding of and engagement with net zero policy at both a national and sub-regional level.
- Liaise with colleagues and partners to effectively manage messaging around Hub delivery and activity and across all communication channels, ensuring that the Hub is front and centre of communications.
- Develop and deliver a local knowledge sharing programme for net zero including webinars, events and communication through the Hub's online channels.
- Liaise with local government officers, other LEPs and Combined Authorities, and DESNZ officials, deputising for the Net Zero Hub Programme Manager as required.

PERSON SPECIFICATION

ESSENTIAL (MUST HAVE)

Qualifications and Knowledge

- Educated to degree level or equivalent
- Knowledge of the Net Zero Agenda
Good knowledge of current innovation, the energy sector, and Net Zero policy
- Membership of a relevant professional body

Experience

- Significant experience operating at a senior level within and across complex organisations in the public, private and not for profit sectors and a track record of success in building effective relationships in partnership working
- Experience of advocacy with the knowledge and understanding of how to present a compelling case to stakeholders
- Experience of working within or across regional and national partnerships
- Experience of managing networks of contacts and managing databases/CRMs
- Experience of using research, evidence and intelligence to inform the development and delivery of stakeholders' engagement project

Skills and Competencies

- Excellent communication and interpersonal skills with the ability to build rapport
- Advanced written and verbal communication skills - able to share information and obtain information from others
- Proactive with the drive and ability to seek out and strategically develop opportunities
- Proven ability to interact confidently with a range of stakeholders, including Ministers, Directors, Heads of Service, Community leaders and others
- Strong use of presentational tools to report information and highlight good practice
- The ability to travel independently around the South West region and beyond
- Able to demonstrate personal confidence and credibility to key stakeholders
- Able to work proactively and autonomously within the Hub structure to deliver shared goals and objectives
- Ability to listen to others to assess requirements in order to respond appropriately and efficiently
- Proven ability to work with a range of stakeholders and negotiate clear directions
- Proven ability to challenge constructively and be solution driven to support others to achieve targets.

DESIRABLE

Qualifications and Knowledge

- Stakeholder engagement / advocacy qualification
- Existing, relevant stakeholder network established

Experience

- Knowledge of net zero policy at a national and/or regional level

REWARDS AND BENEFITS

Alongside a competitive salary, we offer an excellent benefits package including:

- 26/31 days annual leave plus bank holidays
- Generous Employer-Contribution Pension Scheme through the Avon Pension Fund
- Cycle to work scheme and secure bike parking
- Free eye tests for all display screen equipment (DSE) users
- Discounted monthly bus tickets
- Hybrid working to split your week between the office and home to help you achieve the best work/life balance and career goals.

We have recently moved into a new bright, airy, modern office space, with all the latest technology, under a 10-minute walk from Bristol Temple Meads Train Station. We offer flexible and hybrid working options too if you would rather work from home, or another suitable location.

As an equal opportunities employer, we invite applicants to contact us to identify any additional support they may need during the recruitment process.

WE PAY THE LIVING WAGE

We're proud to have been accredited as a Living Wage Employer

Living Wage accreditation means that everyone working at The West of England and Combined Authority receives a minimum hourly wage of £15.17 - higher than the government minimum for over 21s, currently £11.44 per hour



It also means that anyone who provides services to, or has contracts with us, must pay the Living Wage, setting the bar for good employer practices in the region. This includes those who provide services to The West of England and Combined Authority, such as cleaning and facilities management contracts, as well as those who have contracts with us - such as IT providers.

WE ARE A FOUNDING MEMBER OF THE GOOD EMPLOYMENT CHARTER

We're proud to have been accredited as a founding Member of the West of England Good Employment Charter.

The Good Employment Charter is a voluntary membership and accreditation scheme aimed to create an active network of employers within the West of England that are committed to supporting the basis of 'good work'. The Good Employment Charter is defined by seven key characteristics of good employment: recruitment, secure work, Real Living Wage, developing people, health & wellbeing, flexible work and engagement & voice.

