**JOB DESCRIPTION**

**TITLE:** Policy Officer (or Senior Policy Officer) for [Wildlife and Countryside Link](https://www.wcl.org.uk)

**CONTRACT:** This is a full-time permanent role

**SALARY**: £33,000 - £37,000 pa

**BASED**: Hybrid - Home-working and one or more days in our Vauxhall (London) offices per week

**REPORTING TO:**  CEO

**APPLICATIONS TO**: [Nicola@wcl.org.uk](mailto:Nicola@wcl.org.uk)

**APPLICATION DEADLINE:** 9am on Monday 22 April.

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| **KEY RESPONSIBILITIES:** |
| * Play a pivotal role in policy development for 82 environment charities * Promote agreed environmental policy messages to Government, civil service and Parliamentarians * Produce written briefings, policy digests and research in support of the sector’s policy development * Support Link working groups including organising meetings and events |

**Person Specification: Policy Officer**

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|  | Essential | Desirable |
| Experience and skills | * Excellent written communication * Excellent verbal communication * Problem solving and analytical skills * Aptitude for coalition-building and diplomacy * Excellent organisation skills or proven project management skills | * Knowledge of environmental policy   (knowledge of access to nature; nature-based solutions; climate change; or environmental economics valuable but not essential )   * Clear understanding of Government, Parliament and policy-making |
| Personal disposition | * Commitment to environmental improvement, public access to nature and animal welfare * Committed to cooperative working, leading by example and supporting and motivating other staff * Self-motivated but also a good team-player * Considerate and respectful of others * Enjoys working independently, within a small team * Resilient under pressure | * Established networks in the environment movement and government |
| Circumstances | * Ability to work occasionally outside of normal office hours * A balance between regular work in central London and home-working |  |

Find out more about Wildlife and Countryside Link, our 82 members, our [campaigns](https://www.wcl.org.uk/campaigns.asp) and [media work](https://wcl.org.uk/press-releases.asp) at [www.wcl.org.uk](http://www.wcl.org.uk) and at [(@WCL\_News) / Twitter](https://twitter.com/WCL_News)