

# HEAD OF PUBLIC & REGULATORY AFFAIRS

JOIN A  
FORWARD  
THINKING  
RESEARCH  
CHARITY



## JOIN A FORWARD THINKING AMBITIOUS RESEARCH CHARITY

Animal Free Research UK is the leading charity working to create a world where human diseases are cured faster without animal suffering. By pioneering excellence, inspiring and supporting scientists and influencing change, we are ending the use of animals and improving medical research.

By 2040 we will transform medical research and regulation in the UK so that the development of treatments for human diseases can be entirely animal free and breakthroughs are achieved faster.

### To achieve our ambitious strategic goal, we work to:

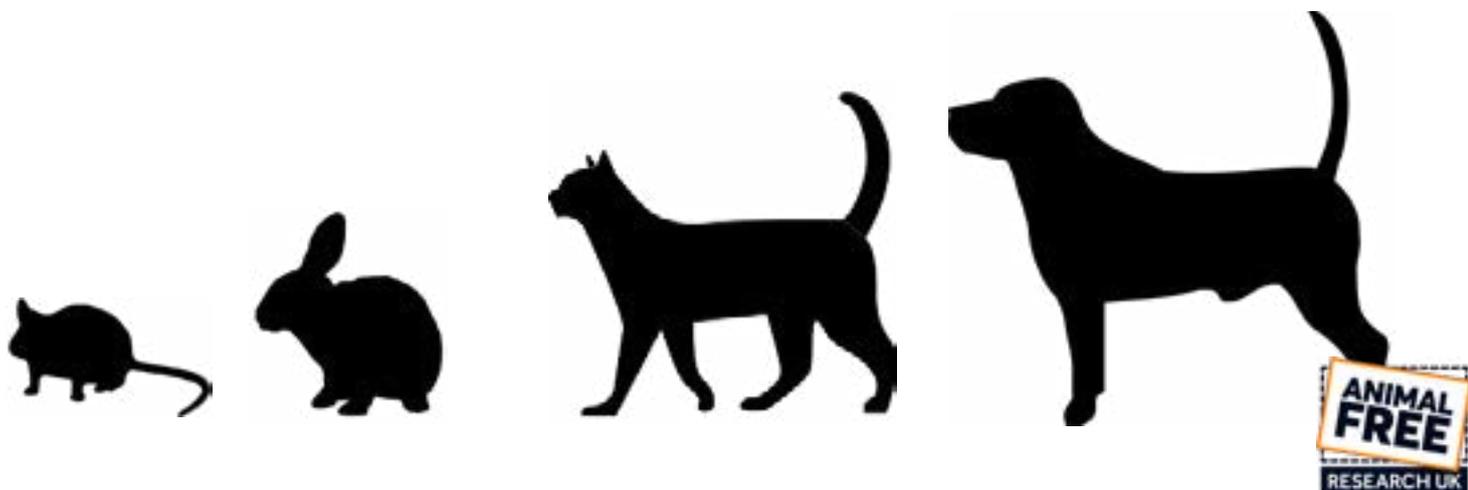
- Fund excellent high impact animal free research
- Create an animal free research career path
- Build a respected network of animal free researchers
- Overcome the barriers to animal free research in academia and industry
- Influence robust legislation
- Inspire public support of animal free research

### We are:

- Rigorous and evidential – we present factual, reliable information. Our work is evidenced-based, thoughtful and respected by our peers.
- Pioneering – we place ethics at the heart of science through innovative, solutions-focused research. Our determination drives scientific discovery forward.
- Compassionate – we care deeply about people and animals. Our ambition to end suffering is heartfelt and unswerving.

The **Head of Public & Regulatory Affairs** role is an exciting opportunity for a motivated and experienced individual to provide outstanding leadership for the public and regulatory affairs activities of Animal Free Research UK, developing new workstreams to grow our influence, increase our impact and deliver our strategic goals. Reporting directly to the CEO, this new role is responsible for all public and regulatory affairs matters relating to the charity's strategy.

**Join our award-winning team and make a life-saving difference to people and animals.**



# JOB DESCRIPTION

**Job title:** Head of Public & Regulatory Affairs

**Salary:** £40,000

**Closing date:** 9am - Monday 14th September

**Interview date:** Tuesday 29th September

## Location - PLEASE READ

Initially remote working with Central London office arrangements to be confirmed at a later date.

However, enabling staff to work flexibly and having a team that is not necessarily based in London are important values to us so while physical attendance in Central London will be required on occasion, you'll have the freedom to work from home on a regular basis.

# JOB PROFILE

- Owning the delivery of the Animal Free Research UK public and regulatory affairs strategy
- Providing public and regulatory affairs expertise to Animal Free Research UK CEO and senior management team (SMT) and acting as a spokesperson for the charity
- Establishing and growing the charity's public and regulatory affairs function to influence the implementation of robust legislation that supports the take-up of animal free research
- Taking a systems thinking in practice approach to bring forth systemic change to end the use of animals in biomedical research
- Engaging with an extensive range of decision-makers and stakeholders to overcome the barriers to animal free research in academia and industry
- Working closely with the science team to ensure the charity's output is underpinned by robust science and reasoned argument
- Developing effective partnerships with senior leaders to deliver on the charity's strategic goals
- Leading through personal example and self-management

# DELIVERABLES

## Activities may include:

### **Owns and delivers on a public and regulatory affairs strategy for Animal Free Research UK:**

- Develop annual operational plan and appropriate KPIs, and report against them on a timely basis to ensure delivery of the public affairs strategy
- Set function budgets in conjunction with the Finance & Operations Director, ensure good budget management and report on variances

### **Establishes and grows the charity's public and regulatory affairs function to influence the implementation of robust legislation that supports the take-up of animal free research. Engages with stakeholders to overcome the barriers to animal free research in academia and industry:**

- Working closely with the CEO, establish and develop the charity's public and regulatory affairs workstream
- Develop and deliver a public affairs programme to map, engage with and influence key decision-makers and stakeholders (including politicians, government departments and political institutions etc.) to support the realisation of the charity's strategic aims
- Develop and deliver a regulatory affairs programme to drive regulatory change, working with regulatory bodies, senior scientists, research councils etc. to support the realisation of the charity's strategic aims
- Develop and deliver a programme of outreach activity in support of the strategy, working closely with the fundraising, marketing and communications team to maximise our impact
- Work with the CEO to build a wide-ranging network of support for animal free research
- Maintain awareness and knowledge of contemporary biomedical research and development methods, public policies and developments in animal free research

### **Supports the charity's scientific output:**

- Work with science team colleagues to help ensure effective monitoring and evaluation of research impact, providing evidence to colleagues and stakeholders as required
- As a member of a matrix project team, work to diversify the charity's science programmes to enable a viable academic animal free research career path

### **Continual personal professional development of competency, knowledge and skills:**

- Proactively identify and own personal development needs
- Build and grow a strong network
- Participate in training to develop skills, knowledge and service standards to ensure they are always up to date on new developments regarding biomedical research and public and regulatory affairs

# DELIVERABLES (CONTINUED)

## Grows and manages a Public & Regulatory Affairs team to deliver on strategy:

Subject to funding, this role will grow the public and regulatory affairs team over time, at which point the following activities may include:

- Develop and maintain an engaged, cohesive team culture
- Keep connected with the team through regular 121, team briefings and other meetings
- Provide clear leadership through coaching, guidance and development of team members
- Role model a culture of continuous development within the team
- Cost-effective deployment of science and public affairs personnel to meet the needs of the charity

# PERSON SPECIFICATION

## Qualifications & professional attainments:

### Essential

- Educated to degree level or equivalent experience

### Desirable

- Education or training in systems thinking in practice

## Experience:

### Essential

- Experience of working to operational plans, KPIs, budgets and reporting on variances
- Significant experience of public and/or regulatory affairs work, including lobbying politicians and decision-makers, working with regulators and securing policy and/or legislative change
- Working knowledge of political and other decision-making institutions that impact animal free research
- Experience of delivering effective public campaigns that achieve positive outcomes
- Experience of networking and building support for an organisation, cause or idea
- Ability to communicate complex information in range of settings
- Experience of public speaking including representing an organisation as a media spokesperson

### Desirable

- Experience of reporting on impact
- Experience of line managing a direct report

# PERSON SPECIFICATION (CONTINUED)

## Competencies:

### Essential

- Personal commitment to animal protection and the aims and objectives of Animal Free Research UK
- Visionary outlook and solutions focus
- Openness to systems thinking in practice
- Strong diplomacy and networking skills with ability to navigate politically sensitive arenas and influence politicians, regulators, scientists and other decision-makers from a range of backgrounds
- Ability to present a professional and positive image of Animal Free Research UK
- Open and collaborative with a commitment to team working to achieve results
- Comfortable making difficult decisions using sound judgement and evidence to take an objective view
- Strong written and verbal communication skills including report writing and summarising complex information appropriately for a diverse range of professional audiences
- Takes an evidence-based approach
- Able to work independently with limited guidance and know when to obtain advice as appropriate
- Good self-motivator
- Comfortable working under pressure with rapidly changing priorities
- Strong and proven organisational skills with the ability to prioritise workloads to meet deadlines
- A positive and flexible approach to work and willingness to travel and work occasional unsociable hours as necessary



# SELECTION CRITERIA

- Personal commitment to animal protection and the aims and objectives of Animal Free Research UK
- Significant experience of public and/or regulatory affairs work, including lobbying politicians and decision-makers, working with regulators and securing policy and/or legislative change
- Experience of delivering effective outreach programmes that achieve positive outcomes
- Strong communication skills including report writing and summarising complex information appropriately for a diverse range of professional audiences
- Strong diplomacy and networking skills with the ability to navigate politically sensitive arenas and influence politicians, regulators, scientists and other decision-makers from a range of backgrounds
- Understanding of and/or openness to learning systems thinking in practice approach to making and implementing strategy
- Visionary outlook and solutions focus
- Ability to present a professional and positive image of Animal Free Research UK

## HOW TO APPLY

Please send your CV and cover letter (2 sides) to:

[recruitment@animalfreeresearchuk.org](mailto:recruitment@animalfreeresearchuk.org)

**Closing date:** 9am - Monday 14th September

**Interview date:** Tuesday 29th September

If you have any questions in regards to the role, please contact:

[recruitment@animalfreeresearchuk.org](mailto:recruitment@animalfreeresearchuk.org)

