

Senior Policy Officer / Policy Officer

Protection Approaches

Salary: £39,152 - £52,413 per annum depending on experience

Contract: Permanent

Hours: Full time, 35 hours per week, flexible working hours

Location: Based at Protection Approaches' offices in Kennington, London with frequent travel to Westminster. Optional working from home two days a week

Deadline: Deadline Sunday 9 November, 11.59pm

About Protection Approaches

Protection Approaches exists to prevent and protect people from identity-based violence, such as hate crime, violent extremism and mass atrocities, here in the UK and around the world. In 2014 we were founded on the belief that the struggle between authoritarianism and inclusive democracy cannot be won without understanding and responding to the ways in which identity, grievance, and division are exploited. At this dangerous moment for rights, protection, and collective safety, we know it is essential to demonstrate the central role identity-based harms play in many of the most serious challenges facing communities, states and the world—and to provide solutions. We are recruiting a **Senior Policy Officer or Policy Officer** (depending on experience) to help us raise alarm of what is coming, develop our emergency response capability, and embed identity-based violence prevention across the UK's domestic and international strategic priorities.

We Believe:

- Justice is at the heart of human dignity and rights
- Identity-based violence comes in many forms, each rooted in the same set of causes
- Identifying and understanding what drives identity-based violence is central to preventing it
- Building strong, resilient, and inclusive societies requires challenging structural discrimination and inequality
- We have a collective and individual responsibility to protect those at risk of violence
- Governments have a fundamental duty to challenge and prevent identity based violence no matter where it occurs or how it manifests

About the role

This is an exciting role for a committed advocate who would like to join a dynamic team focussed on the prevention of identity-based violence and mass atrocities. The successful candidate will work at the heart of national and international policy conversations on how to build community cohesion, prevent hate crime and mass atrocities, and protect those who are targeted. The role will be offered either at Officer or Senior Officer level, with salary dependent on how much previous management and policy experience you have. You will work under the oversight of the Co-Executive Director, Dr. Kate Ferguson.

This role requires 3+ years experience working in UK advocacy or politics (5+ for the Senior position), a love for following the big and small stories in UK politics, and an eye for spotting opportunities to build relationships and secure change. You will be an excellent communicator with a knack for quickly condensing information into compelling narratives and written materials. You will be a confident coordinator with a proven track record across the advocacy and influencing skill set. Our team is small, agile and creative—this role will suit someone who enjoys thinking big, who believes in ambitious change, and recognises the success of our work is often in the details.

What we're looking for

<u>Skill</u> Proven and exceptional ability to communicate complex issues and write clear and engaging written materials that connect with a wide variety of people, from practitioners to policy experts, and from supporters to	<u>Skill</u> Proven ability to build and hold relationships with many different people, including confidence to successfully convene mixed groups of stakeholders	<u>Experience</u> Experience working at the heart of a team where your work overlapped with, and contributed to, many different functions and responsibilities
<u>Personal Quality</u> A demonstrated commitment to advancing justice, social change, dignity and equality—and a recognition of how pressures and impacts of undertaking this work are rapidly changing	<u>Knowledge</u> Strong understanding of the UK government, parliament, and Westminster press – and their processes and culture. Existing networks will be very helpful.	<u>Experience</u> Track record of successful public affairs and advocacy, including ability to identify political opportunities and comfort in flexible, responsive ways of working.
<u>Personal Quality</u> Comfort working autonomously and collaboratively within a small dynamic human rights NGO that prioritises adaptability over the structures and processes found in big institutions	<u>Skill</u> Able to work at different speeds, whether meeting tight deadlines in the face of emergency crises while likely coordinating longer pieces of desk research	<u>Personal quality</u> Deep and proven interest in how our work intersects with UK party politics, following the big and the little political trends, shifting positions of influence, policies and legislation

Core responsibilities

Stakeholder Engagement

- Build and maintain effective relationships with parliamentarians, government officials, civil society partners, and international institutions
- Hold and cultivate relationships with journalists and media
- Represent Protection Approaches in meetings, coalitions, and public forums to strengthen our influence and profile

Policy development

- Monitor and analyse UK and international policy developments relevant to our work
- Undertake desk-based research and partner engagement to support policy positions, analysis and recommendations
- Provide expert advice to colleagues and partners to support campaigns and programmes

Communications

- Produce clear, persuasive policy materials including briefings, consultation responses, and reports
- Work with colleagues to communicate complex policy issues to varied audiences, ensuring consistency across media and advocacy outputs

Organisational Contribution

- Contribute to the effective running of Protection Approaches as an active member of a small, collaborative team
- Support internal operations and cross-organisational projects, helping to strengthen systems, share learning, and uphold our values in all aspects of the charity's work

We're flexible in hiring at either a senior or junior level. In our small team, personal qualities matter as much as the experience and expertise you bring. Shortlisted candidates will demonstrate a strong combination of what we're looking for in the matrix on the previous page and be able to deliver the core responsibilities reflective of their experience. Our team is highly flexible and most staff work across domestic and international issues and or across community and policy arenas. Our ability to pivot and respond is core to our methods of engagement and influencing - whether senior or more junior, the successful candidate will enjoy this dynamic way of working.

Senior policy officer (would suit 5-8 years experience)

In addition to delivering the responsibilities set out above, a senior policy officer will be expected to contribute to the strategic, development and management functions of the organisation:

Strategy Development

- Contribute to senior design and delivery of Protection Approaches' policy and advocacy strategies, including implementation of our forthcoming 2026-2029 strategic plan.
- Identify opportunities to influence policy and wider positioning in line with organisational priorities.

Project Management

- Lead and coordinate policy, research, and advocacy projects from planning through to delivery, ensuring objectives, timelines, and budgets are met.
- Monitor project progress, evaluate impact, and contribute to continuous learning to strengthen the effectiveness of Protection Approaches' work.

Funding Development

- Identify funding opportunities that advance Protection Approaches' mission and long-term goals.
- Oversee and or support the development of high-quality funding proposals, reports, and donor communications.
- Work with senior management to diversify the charity's income portfolio, cultivating relationships with funders and enhancing the sustainability and resilience of our work.

Working at Protection Approaches

We know that the nature of our work can sometimes mean additional demands on our team that would not be found in other sectors. Through the work we do, we all come into contact, often daily, with those who have varied proximities to or experience of identity-based violence. Additionally, the responsibility we have to those communities we work with and the importance of the work we do can sometimes mean longer hours or stressful workloads during certain periods, particularly at times of political or humanitarian crisis where our work can make a difference. The nature of our work and its pressures are also rapidly changing. These are unavoidable aspects of Protection Approaches' work. However, as an organisation we are constantly trying to improve the ways we ensure the wellbeing of our team. We have a series of measures in place to support our staff deliver this difficult but vital work:

Flexi hours — all staff members at Protection Approaches work flexible working hours allowing them to better plan their workload as well as make time for things they need to do outside of work.

Employee assistance programme — all staff member have access to a free employee assistance programme including a 24/7 helpline with trained operators able to help and advise with any issue you are facing, including referring you and/or your family to free counselling services.

Training and support— from pre-emptively preparing for impacts of our work to strengthening cyber and personal security protocols, we recognise the challenges that come with working in our field during a period of rights rollback and intensifying efforts to undermine our wider movement. All team and specific trainings are part of team and personal professional development.

Duvet days — all staff are entitled to take ‘duvet days’, which are unscheduled day's leave from work, taken to alleviate stress or pressure, that do not count against holiday days or sick days.

To Apply

Candidates to submit the following via email no later than **11.59pm Sunday 9 November**.

Applications are to be sent to Kate Ferguson via email: **HR@protectionapproaches.org**
Please **do not send your CV** at this stage. Instead please send through the following:

1. The application **cover form** that can be found [here](#)
2. A **short bio** of maximum 150 words.
3. A **short statement** of maximum 150 words of why you want this role with Protection Approaches.

You can take these two short tasks in whatever direction you choose, it is up to you what you tell us about why you're applying and what you'd bring with you. We'll be hoping to get a sense of your commitment to advancing justice and how you've made, or would like to make, change. As this is a blind recruitment (see below) please write these in first person rather than using your name.

4. A **timely and relevant 650 word max opinion piece (op-ed) in a national broadsheet from Protection Approaches** on an area where the UK government could strengthen its response to or prevention of identity-based violence.

Your piece should convey:

- The need and or urgency
- What the current problems are with government, civil society, and/or media responses
- What can and should be done

When reading your op-ed, we'll be especially looking for your:

- ability to write clear and engaging written materials that connect with those who make and shape policy
- understanding of Protection Approaches, our work, and our voice
- political judgement and understanding of voice, tone and clarity

Selection Process

Our recruitment process is designed to be as open and fair as possible. However if there is something else you need or that we can adjust to facilitate your application, do let us know (hr@protectionapproaches.org). We particularly want to encourage people who might think twice before applying, including those from minority ethnic groups, LGBTQI+ applicants, applicants with disabilities.

Shortlisting will be based on how well applicants demonstrate the skills, experience, and personal qualities outlined in the “what we're looking for” matrix and ability to deliver the core responsibilities in this pack this pack. All applicants will be notified of the outcome of their application, and written or verbal feedback will be offered to all candidates invited to interview.

- Shortlisting will be based on your answers to the application questions.
- This is a 'blind' recruitment process. This means that when short-listing those who are assessing the applications will not be aware of the names of the candidates or other personal information.
- All applicants will be informed of the outcome of their application at each stage.
- An initial selection of short-listed candidates will be invited to interview and share a full CV.
- It is possible that short-listed candidates will be invited to complete a second round task and or invited to second interview.
- All short-listed candidates will be informed of the outcome of their interview.

If you have questions about the role or application process contact Kate Ferguson at kate.ferguson@protectionapproaches.org or [44 \(0\) 20 3859 9509](tel:442038599509).