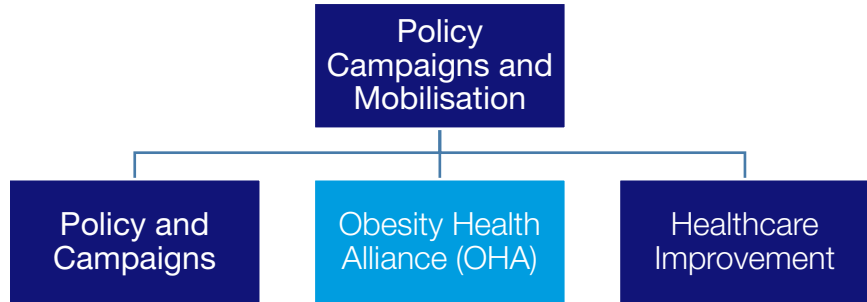



<p><b>Job Title</b> Public Affairs Manager</p>	<p><b>Directorate and team</b> This role sits in the Obesity Health Alliance team in the Policy, Campaigns and Mobilisation.</p> <p><b>Department</b></p>  <pre> graph TD     A[Policy Campaigns and Mobilisation] --&gt; B[Policy and Campaigns]     A --&gt; C[Obesity Health Alliance (OHA)]     A --&gt; D[Healthcare Improvement] </pre> <p><b>Job and reporting Line</b></p>  <pre> graph TD     A[Obesity Health Alliance Lead] --&gt; B[Public Affairs Manager] </pre>
<p><b>Key focus of the role</b> This role will devise and manage public affairs and stakeholder influencing activity on behalf of the Obesity Health Alliance (OHA). Working closely with our alliance partners (including leading health charities and medical royal colleges), the role involves building impactful relationships and building support for our policies with key decision makers and influencers across Westminster, Whitehall and beyond. This is a high-profile policy area, working with an established coalition with the opportunity to secure significant change to improve population health.</p>	
<p><b>Key deliverables</b></p> <ul style="list-style-type: none"> <li>Lead on the development and delivery of public affairs activity and influencing approaches that shape public debate and secure tangible progress in policy to address obesity at a population level.</li> <li>Build constructive relationships with OHA members to ensure aligned and impactful influencing approaches and campaigns.</li> <li>Develop and manage relationships with parliamentarians</li> <li>Produce briefings, reports and other outputs to ensure obesity policy remains on political agenda.</li> </ul>	
<p><b>Contractual information</b></p> <ul style="list-style-type: none"> <li><b>Contract type:</b> 12 month Fixed term contract</li> <li><b>Hours:</b> Full time (35 hours) or part time (28 or 21 hours)</li> <li><b>Pay range:</b> Band 4</li> </ul>	
<p><b>Key working relationships internal</b> Close working with Policy and Mobilisation Managers and other members of the Policy, Campaigns &amp; Mobilisation Team, Content and News, Care Team, and senior management.</p>	

**Key working relationships external**

Obesity Health Alliance members, particularly Cancer Research UK, British Health Foundation, British Medical Association, BiteBack 2030 and RCPCH.

Department of Health and Office of Health Promotion (previously PHE) officials.

Health Select Committee members, relevant APPGs, Ministers, MPs, peers, key policy decision makers, media, healthcare professionals

All jobs at Diabetes UK are based on a 10-factor competency framework called the **What-How Framework**. We've listed the key activities you'll undertake and the skills, knowledge and behaviours you need to be successful in this role. We've summarised these using four key competency areas in each section, however once appointed, you are expected to meet the requirements of all 10 factors. We'll explain this to you during your induction period. All elements listed below are essential requirements unless shown as (desirable).

### Key activities – What you need to do

Setting and delivering strategy and objectives	Making decisions	Communicating with others	Collaborating with colleagues
<ol style="list-style-type: none"> <li>1. Develop public affairs strategy for the OHA, identifying key influencing opportunities around forthcoming legislation, drawing on past significant experience in this area.</li> <li>2. Develop and deliver an influencing plan and theory of change to embed OHA long-term policy recommendations in government policy.</li> </ol>	<ol style="list-style-type: none"> <li>3. Constantly review the political environment and use your experience make considered recommendations to adjust or adapt strategy and activities to respond to opportunities.</li> <li>4. Produce evidence-based briefings, reports and other written outputs with minimal input.</li> </ol>	<ol style="list-style-type: none"> <li>5. Build on your existing constructive relationships with key officials, ministers and other policymakers relevant to health policy.</li> <li>6. Proactively develop your existing relationships with key MPs and their offices to build awareness of OHA and provide briefings and information on obesity policy.</li> <li>7. Deputise for the Alliance Lead at senior meetings and events when required.</li> </ol>	<ol style="list-style-type: none"> <li>8. Build strong relationships with OHA members to ensure public affairs activity is aligned and coordinated and supports members' own strategies.</li> <li>9. Lead cross-organisation public affairs group and consult with them to set the strategic direction of OHA's influencing work.</li> </ol>

## Skills, knowledge and behaviours – How you need to do it

Setting and delivering strategy and objectives	Making decisions	Communicating with others	Collaborating with colleagues
<ol style="list-style-type: none"> <li>1. Apply excellent understanding and experience of working with the health system and political process to the development of campaign strategies and stakeholder influencing plans</li> <li>2. Manage cross-organisational campaigns and influencing strategies from concept through to evaluation using a theory of change approach</li> <li>3. Work under your own initiative, delivering to tight deadlines and budget</li> <li>4. Effectively multi-task, managing multiple projects at any one time</li> </ol>	<ol style="list-style-type: none"> <li>5. Think creatively and seek opportunities to increase our impact while delivering against our strategic plan</li> </ol>	<ol style="list-style-type: none"> <li>6. Confidently engage with and influence parliamentarians and other key decision makers to represent the views of the alliance.</li> <li>7. Ability to translate complex policy and evidence into simple and compelling messages.</li> </ol>	<ol style="list-style-type: none"> <li>8. Ability to build relationships and influence at all levels, engaging wider OHA members in the work of the alliance.</li> <li>9. Work with OHA members to identify and address barriers to effective delivery and setting a vision for collaboration.</li> </ol>

## Qualifications – Qualifications you need to carry out this role

N/A