



National Sheep Association

Job Description for NSA Senior Policy Consultant

Responsible to:

NSA CEO

Key relationships with:

CEO, Technical Officer, and Communications Officer (necessary relationships with others across the association will develop over time)

Objective:

NSA is a membership charity supporting and promoting sheep farming in the UK. This role will support policy and industry development work being led by the CEO on behalf of NSA – with a focus on English policy subjects that affect the sheep industry.

Job role:-

- To deputise and represent NSA at meetings where relevant
- To be aware of the wide range of NSA policy work but to focus on key agreed policy topics in greater depth
- To research policy subjects and prepare briefings for CEO
- To work closely with Technical Officer and Communications Officer to ensure press releases and statements are done and are accurate and relevant.
- To contribute policy input to NSAs Sheep Farmer magazine

Other responsibilities:

- Contribute to quarterly board reports.
- Be a part of the NSA team, providing support to other members of staff and contributing to the overall effort to recruit and retain members.
- Other duties as agreed.

Experience:

Required

- Extensive experience in the farming policy arena (ideally livestock)
- Forward thinking and creative.
- Good writing skills



Chief Executive: Phil Stocker
A company limited by Guarantee. Registered in England. Registration No. 37818.
Registered charity in England and Wales (249255) and in Scotland (SC042853)



National Sheep Association is an organisation which represents the views and interests of sheep producers throughout the UK.
NSA is funded by its membership of sheep farmers and its activities involve it in every aspect of the sheep industry.

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National Sheep Association

- Self-driven
- Able to work independently but as part of a strong team
- Technical knowledge within the agricultural industry and commercial acumen
- An understanding of agriculture policies, with the ability to spot opportunities to drive improvements
- A talent for building positive relationships, and develop networks and contacts across the wider market, with an ability to represent the NSA externally
- Excellent written and verbal communication skills
- A full UK driver's licence and the flexibility to travel regularly for work
- The ability to challenge all kinds of people and build good rapport
- Experience of developing and implementing impactful policy / influencing activities at a devolved nation, regional, local authority or institutional level

Desirable

- Project management experience
- Relevant qualification in agriculture
- Experience of consultation and insight gathering at a strategic level
- Experience of writing external and internal facing communications and marketing pieces

Personal Qualities and Skills:

- Able to work on own initiative
- Able to prioritise and meet deadlines
- Able to work well as part of a remote team
- Excellent attention to detail
- Excellent written and verbal communication skills
- Confident IT skills with excellent knowledge of Microsoft Word, Outlook and Powerpoint
- Excellent relationship rapport building, influencing, negotiating and organisational skills
- Flexible and adaptable
- Excellent presentation skills
- Excellent networking skills
- Highly collaborative and able to engage with a wide variety of stakeholders

Conditions of work:

- Working from home with travel to Malvern as and when required
- Part time contracted post of an average of 2 days per week
- Flexible hours
- Occasional travel required for which expenses will be met according to NSA policy