

Labour Party Job Description

Job Title:	Director - Attack and Rebuttal
Responsible to:	Executive Director - Communications
Location:	Labour Party Head Office - London
Key purpose:	The production and dissemination of materials to support Labour's election strategy.

Specific responsibilities:

1. Provide media and digital teams with newsworthy content in support of our election strategy.
2. Ensure prompt and effective rebuttal of claims made by political opponents.
3. Organising and leading our opposition research service.
4. Commissioning support from the policy research team.
5. Liaise with the Press Office and digital team on the production and use of briefing and rebuttal material.
6. Produce high quality and accurate briefing notes for use by senior stakeholders.
7. Support the Leader of the Labour Party with preparation for PMQs, statement and written articles.
8. Work closely with colleagues across the Party's frontbench and their staff to ensure all spokespeople are effectively briefed on our attack lines.
9. Understand and respect our obligations under data protection law.

Labour Party Person Specification

Knowledge

- Excellent news judgment
- Excellent knowledge and understanding of the current political situation
- Excellent knowledge of Labour Party and Government policy
- Good knowledge of other political parties' policy
- Good knowledge of parliamentary processes

Experience

- Experience of producing content for news stories
- Experience of analysing data to produce news stories
- Successful experience of delivering high quality and accurate written products
- A proven ability to work to very tight deadlines, often at short notice
- Experience of working in a high pressure and fast-paced environment

Skills/Abilities

- Excellent verbal and written communication skills
- Ability to write concise briefing notes on complex policy areas
- Very strong media judgment, with the ability to quickly identify opportunities to hold the Government to account
- Ability to establish and maintain good working relationships with a range of people, including senior politicians, their staff, key internal and external stakeholders and other internal Labour Party departments
- Ability to work on own initiative, initiate own work, initiate projects, and work to very tight deadlines
- Excellent interpersonal skills

The Labour Party

Values and behaviours

It is vital that all staff model the values and behaviours which enable a positive working culture, and are part of the Labour Party's foundation.

The postholder should be able to demonstrate:

- Commitment to equality, diversity and inclusion.
- Commitment to the Labour Party's goals, values, policies and codes of conduct.
- Highly collaborative behaviour, able to build strong working relationships internally and externally.
- Ability to work consistently to high professional standards including to accuracy, honesty, quality, and evidence.
- Commitment to a positive learning culture of feedback and continuous improvement.
- Creative and open to new ways of working including digital transformation, participatory methods and co-creation of solutions with those most affected.