

Labour Party Job Description

Job Title: Political Liaison Manager

Responsible to: Director – Political Stakeholder Engagement

Location: Head Office London and Westminster

Key Purpose: This role will support the strategic plans for government engagement across a range of political audiences. It will develop new channels for collaboration and drive joined-up working across government and Labour Party colleagues, ensuring key political stakeholders are engaged effectively.

Specific Responsibilities

1. Support the delivery of strategic plans for government engagement across a range of political audiences.
 2. Develop new channels for collaboration that broaden networks and support wider engagement and participation in the policy-making process.
 3. Provide joined-up working with SpAd teams across government departments and Number 10 and Labour Party colleagues on their engagement with relevant political audiences.
 4. Work with the External Stakeholders team to strengthen communication and information flow between government and key audiences.
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1. Support the effective engagement of key stakeholders around a range of government areas.
 2. Provide political insight and analysis to help shape the Leader's political engagement and ensure they land well with key audiences.
 3. Horizon-scan for emerging political issues and opportunities, flagging risks and advising on appropriate responses.

Labour Party Person Specification

Values

- A commitment to the Labour Party's codes of conduct, mission and values, as set out in its constitutional documents.
- Strong personal commitment to equality, diversity, and inclusion.
- Highly collaborative behaviour, able to build strong working relationships internally and externally in a complex stakeholder environment.
- 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.

Knowledge

- Knowledge of the UK political and governmental environment and the relationship between No.10, Government Departments, Parliament and the Labour Party.
- Knowledge of political stakeholder engagement, partnership development and effective relationship management across the Labour movement, Parliament, Government and relevant external organisations.
- Understanding of how stakeholder insight can inform policy, political strategy and communications.
- Understanding of political communications and the promotion of Government policy to different audiences.
- Knowledge of equality, diversity and inclusion considerations in political engagement.

Experience

- Significant experience of developing and delivering stakeholder engagement or political engagement strategies.
- Experience of working with senior politicians, elected representatives, key political stakeholders, Government or Party organisations.
- Experience of coordinating work across multiple teams, organisations or Government Departments.
- Experience of providing strategic advice, briefings or recommendations to senior colleagues.
- Experience of managing sensitive information and politically complex relationships.

Skills / Ability

- Excellent relationship-building, influencing and interpersonal skills.
- Excellent written and verbal communication skills, including the ability to prepare concise strategic briefings.
- Strong strategic planning and project management skills.
- Excellent political judgement and the ability to identify risks, opportunities and competing priorities.

The Labour Party

- Ability to coordinate activity across the PLP, Party, Government and other teams, and maintain a clear overview of multiple political stakeholder relationships.
- Strong organisational skills and attention to detail.
- Ability to work calmly and effectively under pressure and to tight deadlines.