

# Government Affairs Manager

Date: December 2023

Reports to: Head of Government Affairs, Corporate Affairs

## About the Investment Association (the IA)

“At the IA, we are committed to serving our members, embracing new ideas and striving for excellence. We are inclusive, considerate and act with integrity in all we do.”

The IA champions investment management, supporting savers, investors and businesses in the UK, across Europe, and around the world. Our members manage £8.8 trillion of assets.

Our mission is to make investment better. Better for clients, so they achieve their financial goals. Better for companies, so they get the capital they need to grow. And better for the economy and society, so everyone prospers.

The money our members manage is in a wide variety of investment vehicles including authorised investment funds, pension funds and stocks and shares ISAs. 75% of UK households now use the services of our members.

The IA seeks to be a world-class, values-driven trade association committed to being at the forefront of industry innovation, supporting members' businesses, by delivering a positive policy and business environment for firms.

## Overview of the Role

The Investment Association is seeking a Government Affairs Manager. This role will support the Head of Government Affairs and the Corporate Affairs Director with advocacy and engagement with the UK government and regulators, and work with the devolved nations. Often working directly with the IA's Chief Executive, the Government Affairs Manager will help the IA and our members to navigate the political and policy landscape, and to ensure that the industry's role and views are widely understood.

## Main Responsibilities and Duties

### The Investment Association

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#### Main day-to-day duties:

- Support the Head of Government Affairs to develop and implement advocacy and engagement strategies, and work with other members of the team to put them into practice
- Advise policy teams on political issues impacting their work and on the creation of effective advocacy approaches which take into account the current regulatory and political climate.
- Take responsibility for programmes to allow senior members of the team, including the IA's Chief Executive to develop relationships with political and official stakeholders
- Identify key policy and political issues that represent threats and opportunities for the IA and its members and put in place plans to ensure that the industry's reputation and license to operate are protected and enhanced
- Help to shape the investment management industry's narrative and messaging, and produce advocacy materials that creatively and compellingly explain our industry's value
- Build networks and gather insight and intelligence with stakeholders in Whitehall, parliament, think-tanks and regulators to keep IA colleagues and members informed of new policy developments and initiatives
- Lead production of analysis of policy and political developments to inform colleagues and our members
- Work alongside the IA's membership and events team to deliver a programme of policymaker events to support the IA's advocacy objectives
- Work with other teams in the corporate affairs division and across the IA to ensure all work is coordinated and consistent with the overall IA strategy

### Essential Skills / Qualifications / Competencies

#### We are looking for:

- Experience working with senior stakeholders in a government affairs or political role (for instance in Parliament, a government affairs agency or inhouse government affairs team)
- A clear understanding of UK politics and current affairs, and experience of using this to support senior business leaders' decision making and planning
- Excellent communication skills: articulate and succinct, excellent command of written and spoken English, capable of acting as an ambassador for the IA
- Strong people skills and ability to build relationships with policymakers, politicians and other stakeholders
- Able to act as a role model and mentor for other members of the Corporate Affairs Team.
- Experience working with financial services or other regulated industries preferred.

Please note this job description describes (but does not limit) the main duties and responsibilities of the job. These are subject to variation by the IA as is necessary to respond to changes, both internal and external, which the Association experiences.

We welcome applications from all qualified candidates regardless of their ethnicity, race, gender, religious beliefs, sexual orientation, age, marital status or whether or not they have a disability.