Head of Local Government   
Who you are and what you’ll do

## Who you are

### We are looking for people who have a broad range of knowledge and experiences to work at CLES. The essential knowledge, skills, experience or qualifications you’ll need for this role are:

#### Local economic development and policy

A strong interest and knowledge of local economic policy areas and related data sources, including how policies are designed and implemented in different contexts, such as:

* How public sector procurement/commissioning can support local economies (e.g. social value frameworks).
* Responses to the climate emergency.
* Local government finance and budgeting.
* Local economic development, regeneration and planning, including economic appraisal.
* Regional economic development and devolution, especially in the UK and Ireland.
* Inequality, poverty, health outcomes, sustainable development and alternative economic models such as community wealth building.
* How health institutions can function as local economic anchors.

#### Research skills

Skills in quantitative data analysis, including experience with Microsoft Excel, are essential.

A knowledge of other statistical software and coding languages – for example, R, Python and SQL – is desirable, along with experience developing data visualisations (e.g., Power BI, Tableau, GIS).

Skills and experience in qualitative research methods and data analysis are also desirable.

#### Programme and project management

A proven ability to design, manage and deliver a programme of work consisting of multiple projects, or single projects of a significant size and complexity. Strong organisational skills in budgeting, timeline management and team leadership.

#### Communication skills

Capable of independently producing high-quality reports, presentations and publications. Skilled in engaging with stakeholders and confident representing the organisation externally in high-profile settings.

#### Committed to CLES’s values

Passionate about economic justice, sustainability and the organisation’s mission to foster local economic resilience.

#### Collaboration

Experience working across sectors, including local government, public, private and voluntary organisations, with an ability to build strong partnerships and contribute to team development.

#### Proactive fundraising

Experience in developing and securing funding for projects, including writing proposals and engaging with potential funders.

## What you’ll do

This is a varied and exciting role, and no two days will be the same. Here is an overview of what you’ll spend most of your time doing:

### Programme and project management

Oversee the management and delivery of a programme of work consisting of multiple projects, ensuring they meet quality standards, stay within budget and are completed on time. This includes co-ordinating with team members and external partners.

### Research leadership

Lead the design and execution of research projects, including the development of new data analysis methods and tools. You will interpret complex data to inform policy recommendations and contribute to the advancement of local economic strategies.

### Stakeholder engagement

Act as a key point of contact for stakeholders and build strong relationships, including with local governments, public sector organisations and civil society groups. You will present research findings, author reports and represent CLES at conferences, workshops and public forums.

### Influencing and advocacy

Through working with the CLES team on our shared advocacy efforts, you will influence and inform policies in local government and devolved authorities across the UK, as well as supporting our engagement with Westminster.

### Income generation

Identify and develop opportunities for new income generation that align with CLES’s mission and purpose through developing ideas, relationships and networks. This includes developing project proposals, responding to tenders and building networks that support the organisation’s purpose and objectives.

### Line management

### You will have the empathy and understanding needed to be a great line manager as well as team leader, and to work collaboratively with colleagues at all levels and with different expertise.