

# Senior Policy & Public Affairs Manager

Applicant information pack



**We are**

**1,400**

different food bank locations

**40,000**

volunteers in our network

**12,000**

churches supporting us

**100,000+**

community groups and schools and millions of  
people across the UK ready to take action

**And together,  
we are Trussell.**

# Introducing Trussell

**Our vision is for a UK without the need for food banks or put another way, we exist so everyone can be free from hunger.**

We're an anti-poverty charity and community of food banks. We work together to ensure no one in the UK needs a food bank to survive, while providing food and practical support to people left without enough money to live on.



## Our mission

We exist so that everyone in the UK can be free from hunger. We work together to ensure no one needs a food bank to survive. Until that happens, we will continue to stand alongside people facing hardship, providing emergency food and practical support to people left without enough money to live on.

## Our values

Our values underpin everything we do. Hunger and poverty are not inevitable, and we all have a responsibility to take action.



### Compassion

This motivates us to stand alongside people facing hardship and provide support and care for individuals.



### Justice

This drives us to insist that it is not right that somebody should experience hunger or poverty, and take action to change this.



### Community

As people, we are all interconnected, and because of this we have a responsibility to support one another.



### Dignity

We recognise the value of every individual, prioritising other people's needs and concerns in the spirit of friendship.



## Ending hunger together

Last year, our community of food banks distributed 3.1 million emergency food parcels – the most ever in a single year.

People need food banks when they don't have enough money to afford the basics forcing impossible decisions like whether to heat their home or put food on the table, or whether to go without toiletries like shampoo, toilet roll or tampons.

Hunger in the UK isn't about food – it's about income.

We need urgent action on hunger in the UK. People are being pushed to the brink because they don't have enough money to live on. This can't go on. We refuse to stand by while so many of us can't afford to eat, keep warm and pay the bills.

## How will we end the need for food banks?

Food banks are a vital lifeline for so many people facing hardship, but in a just and compassionate society, no one should need one.

Not so long ago, food banks were not needed to the extent they are today. Our social security system was created 80 years ago to protect people from hunger and hardship, and for decades after, people were a lot less likely to need a charity's help for the essentials. So we know things can be better.

We know what's pushing people to food banks and we know the building blocks needed to end hunger for good.



# The role

**Programme:** Supportive Communities & Unleashed Leadership

**Responsible to:** Head of Community Design

**Responsible for:** 2 x Policy and Research Officer

**Hours:** Full-time (35 hours per week)

**Salary:** £59,406.06 per annum plus benefits

**Based:** Based from home, London or Salisbury – travel around the UK as necessary including attendance at staff conferences, 121s and team away days

## Role outline and purpose

The Senior Policy & Public Affairs Manager will be accountable for overseeing public affairs activities, policy development and supporting influencing activity to advance the goals of the Supportive Communities programme. The role will plan and lead public affairs activities, policy development and support influencing strategy and activities, providing in-depth expertise across the programme with a specific focus on our emerging community design priorities and our work with a range of stakeholders, local/regional decision-makers and national policy-makers in the communities space.

This role is part of Trussell's Supportive Communities programme, the goal of which is to enable local communities to become places where people at risk of needing to use a food bank are supported and are using their agency to bring about meaningful changes that prevent anybody from needing emergency food. This role is focused on the successful delivery of the overall programme outcomes, contributing to the fulfilment of our long term vision of a UK without the need for food banks.

## Responsibilities

- Lead public affairs activities linked to the Community Design portfolio within the Supportive Communities programme, including developing and delivering an effective public affairs strategy reaching key decision-makers including parliamentarians, mayors and local authority leaders.
- Work collaboratively with key internal and external stakeholders from the sector and among policymakers to shape and deliver the programme's policy strategy.
- Lead policy development to achieve the goals of the Supportive Communities programme.
- Establish and maintain momentum in policy development across the programme, ensuring the creation of credible proposals and building a strong case for policymakers to implement asks.
- Support with wider strategic development as part of Trussell's policy and influencing strategy, including working with colleagues to align policy development and asks within the programme across the UK, nations and regions.
- Provide advice and line management, including regular 1:1s and assessment against objectives, and identify development needs.

# Person specifications

## Technical skills and minimum knowledge

- Significant experience of developing and delivering effective public affairs strategies and interventions with evidence of securing local or national policy-change
- Significant track record of successfully developing policy solutions and influencing politicians and/or key decision-makers to achieve policy change
- Strong communication skills (written and oral) with impact and for a range of audiences
- Experience of providing strategic input to support senior leadership
- Experience of line managing, including dealing with performance issues and supporting team development
- Self-sufficient use of IT, including proficiency in Word, Excel, PowerPoint, and experience in project management processes and software

## Behaviours and competencies

- Works collaboratively, managing challenges in a constructive manner
- Balances competing priorities and work to tight deadlines
- Demonstrates a dedication to the values of Trussell
- Demonstrates empathy for people from disadvantaged, marginalised or socially-excluded backgrounds
- Role models inclusive behaviour, values and leadership

Committed to being a  
**menopause friendly**  
employer



**PROUD**  
to display  
the BADGE



If you have questions about this position, please call  
01722 580 180 or email [recruitment@trussell.org.uk](mailto:recruitment@trussell.org.uk).

**[trussell.org.uk/jobs](https://trussell.org.uk/jobs)**

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