

Role profile: Policy Associate [Grade I]

Role purpose

To make an informed contribution to key elements of the development of the SRA's policy, and/or education and training agenda and - working with a wide range of external and internal stakeholders - of its delivery and implementation.

Outcomes

- Contributes to the development, delivery and implementation of key policies, likely to have a material impact on the market for legal services and/or legal education in England and Wales
- Plans, organises and manages work streams within complex and high stakes policy development projects, applying robust project management techniques
- Applies rigorous analysis and judgement to create innovative policy solutions to complex problems in legal education and/or the market for legal services
- Carries out rigorous impact assessments, including equality impact assessments, of policy proposals
- Applies a clear understanding of the SRA's regulatory purpose and approach, the range of available regulatory tools, the importance of an evidence base and the values of equality, diversity and inclusion to deliver effective policy outcomes.
- Maintains knowledge of current thinking and best practice within the wider regulatory, legal services, education and training and public policy environments.
- Reflecting a broad-based interest in public policy, makes a contribution to the discussion and debate which informs the development of the SRA's regulatory policy and/or education and training agenda, internally.
- Researches and analyses information from a wide range of sources to produce an evidence base for policy development
- Participates with confidence and credibility in external debate, for example by participating in conferences and other external events.
- Initiates and establishes influential relationships with internal stakeholders which reflect a sound understanding of their roles, objectives

and, where relevant, operational realities.

- Initiates and establishes influential relationships with external stakeholders which reflect a sound understanding of their agenda.
- Contributes to evaluating and monitoring the effectiveness of regulatory activity and/or the outcomes-based quality assurance of the SRA's education and training requirements.
- Produces a wide range of well-written reports, consultation papers, policy documents, committee and board papers.
- Applies a sound understanding of the operational consequences of policy proposals
- Contributes specialist advice, support and briefings on complex regulatory and/or educational policy issues to team members, internally within the SRA and externally.
- Takes responsibility for producing high quality work which meets agreed deadlines
- Works constructively with colleagues in an environment that values equality, diversity and inclusion

Knowledge, skills and experience

Essential

- Relevant degree or equivalent experience
- Relevant, senior level experience of one or more of: regulation, consumer policy, economics, legal services market, education and training
- Relevant experience of leading policy development and delivery in a similar or related environment
- Demonstrable ability to apply regulation to the legal services market and/or to professional legal education and a good understanding of the wide range of regulatory tools which deliver effective policy.
- An excellent understanding of research tools and techniques, and the role of research in policy development
- Demonstrable ability to think independently, with the capability to develop well argued, well-evidenced, and practical solutions to complex policy issues
- Strong interpersonal and influencing skills, with the ability to make a significant contribution to building a network of internal and external stakeholders
- Confident, fluent and influential communicator, able to engage effectively both internally and externally and to present information to a

wide range of audiences

- Excellent drafting skills, with demonstrable experience of producing written reports, consultation papers, policy documents, committee and board papers to a high standard
- Strong commitment to equality and diversity both as a colleague and regulator