



Role profile

Integrated Rail Plan – Senior Policy Advisor

Civil Service Grade: Grade 7	Salary Minimum: National - £48,774 London - £54,105	Contract Type: Permanent
Job Type(s): Policy	Civil Service Profession: Policy	DfT Directorate: Phase 2 and Northern Powerhouse Rail
Location(s): London, Leeds, Birmingham		Reporting to Job Title: Head of IRP Policy

Job description

The Department for Transport's High Speed & Major Rail Projects Group is an energetic and friendly team, leading the delivery of some of Government's top priorities including the Integrated Rail Plan for the Midlands and the North, Northern Powerhouse Rail and HS2. We have an exciting opportunity for a Grade 7 Policy Manager, working in a fast-paced project environment to deliver the Integrated Rail Plan in early 2021.

The Prime Minister's recent announcement that HS2 would go ahead included a pledge to produce an Integrated Rail Plan for the North and Midlands. The plan will determine how c.£80bn of future investment is taken forward, sequenced and delivered, bringing together a number of major rail projects to maximise connectivity benefits, assess funding requirements and recommend delivery priorities and arrangements.

This is a stretching and challenging outward facing role shaping the future of the rail network. You will need to demonstrate personal leadership and the role will provide lots of opportunities for both personal and professional development, in an innovative area of the Department. As the senior policy manager, you will be responsible for coordinating policy input to the Integrated Rail Plan, working closely with working with multiple teams both across Rail and HSMRP Groups and the wider DfT family. You will also work across Government to ensure the Integrated Rail Plan delivers in line with Ministerial expectations.

Duties and responsibilities

The Grade 7 Senior Policy Manager will be working in a fast-paced project environment, leading the teams developing plans for IRP. You will be expected to:

- Lead cross-cutting work with key stakeholders, including Network Rail, and HS2 Ltd;
- Lead, develop and manage policy projects across different teams to enable IRP deliverables;

- To lead on coordination of analytical input relating to sequencing of schemes and project interfaces;
- To lead on work packages covering rail freight, links to Scotland and economic growth;
- Contribute to announcement preparation, consultation documents and supporting explanatory and analysis documents, as required;
- Develop policy options and draft policy papers and submissions; and
- Engage effectively across Whitehall and with No10, providing briefings to senior managers and Ministers.
- Advise Ministers, evaluating and supplementing the analysis produced by delivery partners, to establish policy options and recommendations to Ministers

Depending on the duration of social distancing measures, some travel may be required to support stakeholder engagement.

Behaviours

You will be assessed on these behaviours during the selection process:

1. **Making effective decisions:** use evidence and knowledge to support accurate, expert decisions and advice. Carefully consider alternative options, implications and risks of decisions.
2. **Delivering at pace:** Maintain own levels of performance in challenging circumstances and encourage others to do the same; ensure delivery by providing the right resources to do the job, reviewing and adjusting performance expectations and rewarding success.
3. **Working together:** actively build and maintain a network of colleagues and contacts to achieve progress on shared objectives; challenge assumptions while being willing to compromise if beneficial to progress; build strong interpersonal relationships.

[More information about Behaviours](#)

Experience

You will have a proven track record of developing policy in a fast-paced environment with experience of transport policy. You are someone who can influence others at all levels and effectively manage numerous pieces of work, often with conflicting priorities, therefore strong organisational skills are essential. Experience of assembling a range of analytical data to inform policy recommendations would be an advantage, particularly in the development or assessment of business cases according to HMT's Green Book.

You will have excellent communication skills and political acumen, both verbally and in writing, with the ability to adapt your delivery to suit a wide variety of audiences to maximise impact and understanding. A strong leader, you are also someone who can gain rapport quickly with others and see the value in building effective working relationships/networks across the team and beyond the organisation to support you in your role.

When considering your experience, please tailor your CV/Personal Statement to provide evidence of when you have:

- Developed policy and plans in a complex programme;
- Assembled a range of numerical and qualitative analysis to make clear recommendations;
- Worked in multi-stakeholder environments and withstanding significant challenge;
- Used your influencing skills to drive a project forward.
- Experience of working with transport policy

[More information about Experience](#)

Other helpful information you need to know

Level of security clearance: Baseline Personnel Security Standard (BPSS)	Working Pattern: Full-time; Part-time; Job share; Flexible working	Contact Information: Charles Small Charles.small@dft.gov.uk 07773 074364
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