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**Job title: Head of Knowledge, Insights and Research**

Department: EI Knowledge Team

Reports to: External Affairs Director

Salary: competitive, based on experience

**The Energy Institute (EI) is looking for someone to lead the design, development and delivery of its growing portfolio of energy-related knowledge and research resources.**

* *Are you well-versed in the economics of global energy markets and the policies needed to achieve net zero GHG emissions?*
* *Could you help build the analytical and project management capability of our in-house team of analysts creating original, engaging and relevant content?*
* *Are you well-connected in this field and able to communicate and build collaborations across our membership, partner organisations, and our senior stakeholders?*

**Main responsibilities**

The successful postholder will be expected to develop the Energy Institute’s capability and product offerings on energy analysis, including developing greater understanding of global production and consumption trends. This will require strong analytical capability, coupled with the ability to generate and communicate insights. They will need to be a strong external communicator with senior stakeholders, including ministers, chief executives and other key influencers.

More specifically:

1. To lead the design, development and delivery of a programme of original content, in particular statistical and survey-based research designed to promote the EI as a leader source of insight, and as a platform for engagement with members, partners and stakeholders, in priority sectors and geographies.
2. To lead and develop a team of in-house analysts and information specialists; to manage projects involving contributions from external consultants, advisers, and collaborators; and to play an active role as part of the EI senior leadership team.
3. To develop a personal external profile as an ambassador for the EI, working closely with Communications and Marketing (responsible for public affairs and media engagement), Editorial and Events teams.
4. To source advice and content from among the EI’s expert membership through qualitative and quantitative survey-based research; also, to provide the secretariat for the Energy Advisory Panel, chaired by EI trustee and UKERC director Prof Rob Gross.
5. To develop collaborative relationships with other professional bodies and ensure the visibility of the EI in relevant projects, in particular the National Engineering Policy Centre at the Royal Academy of Engineering.
6. To scope and pursue new partnerships and income streams to support research projects and the EI’s wider activities.
7. Take a data-driven approach to the curation, development and promotion of the eLibrary resources and services to EI members; also to work with the EI’s Digital Transformation team to ensure all content is available to users in accessible digital formats.
8. To act as the EI’s ‘eyes and ears’ on energy and analytics, feeding digestible, timely and relevant information about developments in the sector into the wider EI staff team.

**Person profile**

*Required*

* Minimum of 7-10 years directly relevant experience to this role, either globally or in relevant geographies
* A strong background in energy analysis, modelling and/or policy making
* Highly numerate, combined with the ability to develop high quality analytical outputs and communicate compelling insights to a wide range of customers/clients
* A deep understanding of project management, and an ability to lead and deliver on projects in complex and sometimes rapidly changing environments
* A commitment to equality and diversity, both as a team leader and a service deliverer, with an ability to demonstrate personal leadership on the importance of diversity and inclusion.
* Effective communication skills to influence Members and senior decision makers and the ability to articulate complex information in a clear and impactful way

*Desirable*

* Bachelors or master’s degree in economics or similar field

**Who we are**

The EI is the chartered professional membership body for people who work across the world of energy. Our purpose is creating a better energy future for our members and society by accelerating a just global energy transition to net zero. We do this by attracting, developing and equipping the diverse future energy workforce; informing energy decision-making through convening expertise and advice; and enabling industry and consumers to make energy lower carbon, safer and more efficient.

At the EI we endeavour to find talent that will live and breathe our values. The staff team and our extensive network of volunteers pursue their work in line with a set of values reflecting the culture of the organisation: we are inclusive by treating each other with care and respect; we build trust through open and professional collaboration; and we are passionate about making a difference.

A registered charity, incorporated by Royal Charter in 2003 but with heritage dating back more than a century, the EI is licensed to offer professional registration as Chartered Energy Engineer, Chartered Environmentalist and, uniquely, Chartered Energy Manager status. It is also home to a range of collaborative initiatives, including the G+ Global Offshore Wind Health and Safety Organisation, SafetyOn and POWERful Women. We host the annual International Energy Week, EI Awards, publish New Energy World magazine and the Energy Barometer, and provide the Toolbox web app helping the energy workforce learn lessons from incidents and get home safe.

**Salary and benefits**

Competitive, dependent on experience

Generous pension scheme

Compressed working scheme

A mix of office (central London) and home working

28 days holiday plus bank holidays

Cycle to Work Scheme

Season Ticket Loan

Great office culture

Participation in industry events, including attending conferences and lectures

Training and professional development opportunities

All staff/team socials

To apply please send your CV and a 1-page max covering letter explaining what you would bring to the role to [zhussain@energyinst.org](mailto:zhussain@energyinst.org)

**January 2023**