



Head of Health Policy and Campaigns – job description

Grade	F (£48,051 - including London weighting)
Type of contract	Permanent
Directorate	External Relations
Team	Policy and Campaigns
Reports to	Head of Policy, Campaigns and Public Affairs
Responsible for	Policy and Campaigns Manager Policy and Campaigns Adviser Senior Policy and Campaigns Officer (mental Health Policy Group Secretariat)
Location	Flexible - likely to be hybrid mix of homeworking and time in Stratford/Cardiff office,
Hours	35hrs p/w

About the role

Alongside people with mental health problems, the policy and campaigns team advocates for improvements in public policy and legislation in England and Wales so people get support and respect. This involves public affairs, policy influencing, public facing campaigning, and mobilising campaigners.

You will deliver Mind's strategic objectives around influencing health services and directly contribute to Mind's strategic development at a senior level. You will lead Mind's work to understand the changing landscape within which health services are delivered, ensuring that developments are communicated within Mind and across the local Mind network. This includes building Mind's capacity to understand, analyse and act upon data and intelligence on the performance of services, particularly in respect to the delivery of NHS commitments as part of the NHS Long Term Plan and future strategies in England.

You will report to the Head of Policy, Campaigns and Public Affairs. You will provide line management to three direct reports and have overall responsibility for one of the sub-teams within the Policy and Campaigns Unit. You will work closely with all other members of staff across the Policy and Campaigns Unit, especially the Head of Policy and Campaigns, Mind Cymru, Policy and Campaigns Managers and Parliamentary and



Campaigns Manager. You will work with staff across Mind and work closely with senior management and trustees. You will also work with other stakeholders and external contacts in delivering Mind's strategic objectives.

You will be spokesperson for the organization and will work closely with the Head of Policy, Campaigns and Public Affairs, Health of Policy and Campaigns in Mind Cymru, the Director of External Relations and Chief Executive, advising them as appropriate on matters relating to strategic and political positioning on health services, and executing judgment relating to Mind's reputation and risk management.

Key responsibilities

1. Provide strategic leadership to the Policy and Campaigns team on health related policy and campaigning work. This includes formulating work programmes, projects and plans, policies, procedures, objectives and outcomes and regularly monitoring, reviewing, evaluating, developing and reporting on performance.
2. To develop and pursue influencing strategies with key stakeholders and decision makers in order to create an environment conducive to change, to achieve the specific changes in policy which Mind wishes to achieve.
3. To provide health policy and legislation subject matter expertise and provide advice and support to the department and organization as required.
4. Be an active member of the Policy and Campaigns management team, ensuring effective team and project plans and budgets are developed, managed and reported against, sharing peer responsibility and providing peer support and cover.
5. To lead and line manage direct staff. This includes undertaking appraisals, supervisions and team meetings and in accordance with Mind's commitment to a mentally healthy workplace.
6. To be an ambassador, spokesperson and representative of Mind as required at events and in the media, deputising for the Head of Policy, Campaigns and Public Affairs, Director of External Relations, and Chief Executive as required.
7. Keep abreast of external trends and developments and changing circumstances and adapt accordingly the role, team, department and systems and procedures within Mind. To identify and propose relevant development opportunities for Mind and to provide updates and reports to senior management as required.
8. Ensure that the work of the department is appropriately informed by the views and experience of people with lived experience of mental health problems.



9. To make a range of professional, technical, specialist and other relevant decisions ensuring that all decisions are appropriately informed and made in accordance with Mind's approach.
10. To assess and manage problems and risks to Mind in own area of work and for the department and where relevant across the organisation.
11. To contribute to Mind's strategic and corporate objectives and to work across Mind, Mind Retail and Local Minds as required.
12. Work in a cohesive, collaborative, flexible and cross-organisational way across Mind at a senior level, acting as a role model to colleagues and ensuring effective use of Mind's resources including people, finances, office space and other resources.
13. To attend, chair and contribute to meetings, briefings, reviews, due diligence and auditing and compliance activities and to prepare and present papers to senior management, trustees, and other internal and external stakeholders as required.
14. Undertake other duties that may from time to time be necessary and are compatible with the nature and grade of the posts.

About you

Mind are looking for committed and dynamic individuals who can work across various teams, building relationships with a variety of stakeholders and people from all walks of life.

1. A passion and commitment to Mind's purpose and values, with a genuine interest in and understanding of the issues and policies affecting our work and the individuals we support.
2. Significant experience of developing, implementing, managing and evaluating policy and campaigns strategies and other influencing activities, and delivering against agreed objectives.
3. Extensive knowledge of the health and social care system in England, preferably including the mental health system.
4. Excellent interpersonal and relationship management skills including being able to influence, negotiate and deal with conflict. Proven success in working with and building productive, professional relationships and partnerships with a wide range of individuals and organisations including national stakeholders and key decision makers,



such as the NHS, UK government, Parliament and the legislative process and of regularly demonstrating good political judgement.

5. Excellent all round communication skills, particularly the ability to communicate clearly and concisely to a range of audiences. Ability to inspire and engage internal and external audiences on highly complex issues.
6. Experience of managing people, budgets and programmes, ability to build, develop and motivate a high performing team, prioritising effective cross organisational working and efficient use of resources as a key element of high performance.
7. Extensive knowledge and understanding of the most effective and appropriate campaigning and influencing methods for different target groups, including how to influence key government and other decision-making policy structures.
8. Excellent self-management skills to work independently, as well as part of a team or leading a team, using own initiative and being flexible and adaptable.
9. Good decision making, problem solving and risk management skills and confident in making strategic and operational decisions.
10. Knowledge and understanding of equal opportunities and what this means in relation to this post and the ability to incorporate this into all aspects of the work.

Additionally, we would love to hear about any knowledge or understanding of public policy issues and how they impact on mental health, any understanding of health data and intelligence tools and techniques for interpreting NHS performance, and any direct or indirect experience of mental health problems.

Our commitment

We are committed to becoming actively anti-racist in everything we do. This is a critical priority for Mind. We embrace diversity and understand that being an inclusive organisation, recognising different perspectives, will enable us to provide excellent services. We are committed to ensuring all our employees are treated fairly and equitably at work and promoting equity in physical and mental health for all.