

Regen is looking for a...

Policy and membership manager

Job description:

Policy and membership manager



Regen is looking for talented individuals to join us in delivering our mission to transform the energy system. As a policy and membership manager, you'll play a pivotal role in driving Regen's reach, influence and impact. This is an opportunity to join an ambitious purpose-driven organisation that operates on a self-organising, developmental model with trust, responsibility and respect at our heart. Every team member is empowered to steer and shape our work.

Role overview

- **Position:** Policy and membership manager
- **Location:** Exeter (with potential for flexible hybrid working)
- **Salary:** £37,000 - £46,000 per annum, dependent on experience

Application details

- **Application closing date:** Sunday 24 November 2024
- **Interviews:** Week commencing 02 December 2024
- **Form:** Applications should be in the form of a cover letter and CV, sent to recruitment@regen.co.uk.
Shortlisted applicants will be asked to complete a written task and to give a short presentation during the interview.

Diversity and Inclusion: Regen values diversity in all its forms and promotes inclusivity in our organisation and across the clean energy sector. We encourage applications from all individuals, regardless of gender, age, sexuality, class, religion, politics, disability or ethnicity. We particularly welcome applications from under-represented groups, including women, people with disabilities and those from Black, Asian or Minority Ethnic backgrounds.



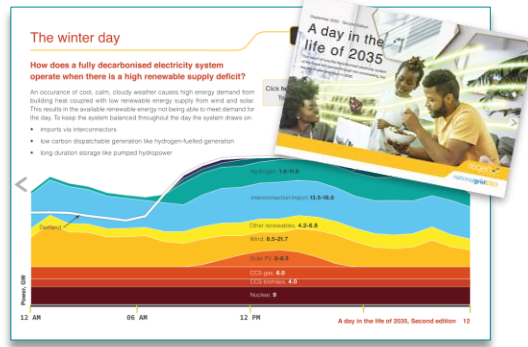
You will work with our expert team and our membership community of clean energy businesses to develop and advocate for policies to accelerate the energy transition.

What you'll be doing

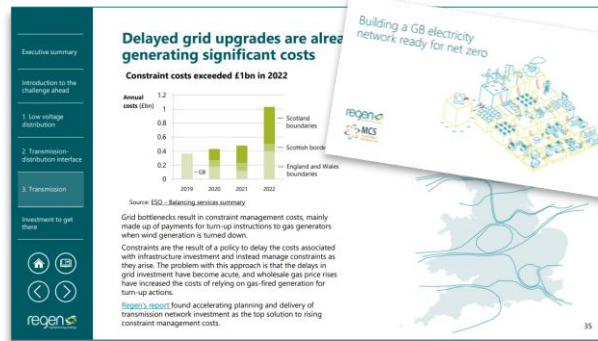
- **Policy coordination:** Working with our members and expert team to develop our policy positions and messages, keeping track of government consultations and parliamentary inquiries and briefing policymakers on our policy proposals.
- **Membership management:** Developing a thriving community with opportunities for members to engage in our mission. Speaking to interested companies, maintaining an up-to-date CRM database and working closely with the finance team on membership renewals.
- **Engagement and support:** Nurturing relationships with members, addressing enquiries and connecting them to the right Regen team member for support. Facilitating meetings with external stakeholders, organising industry forums and events and representing Regen at external events.
- **Communication:** Writing an action-focused fortnightly newsletter to keep members informed of key policy developments and opportunities to input into Regen's work.
- **Reporting:** Writing Regen's annual report to members to demonstrate our impact.

Examples of projects you'll be working on

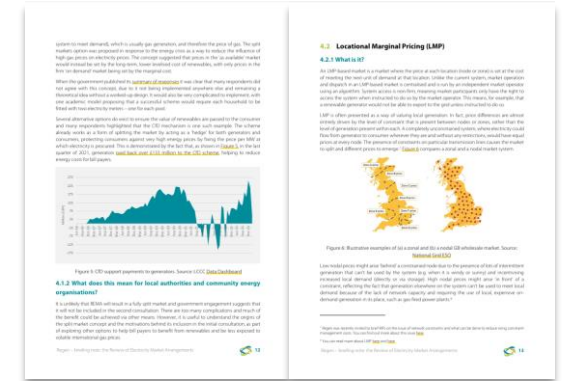
Day in the Life 2035



Building a GB electricity network ready for net zero



The Review of Electricity Market Arrangements



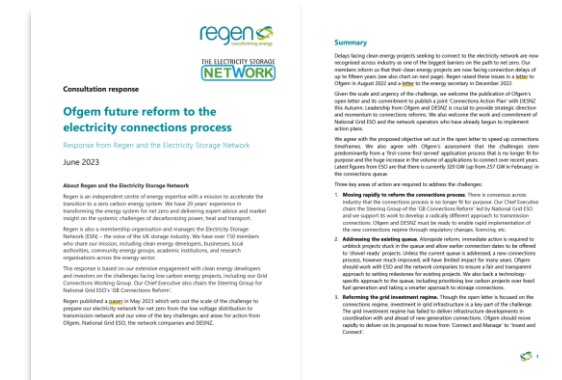
Consultation response: Long duration energy storage



Regen Annual Review



Consultation response: Connections process



Key skills and experience

- At least **three years' experience** working in a public affairs, membership and/or policy role
- Able and willing to develop a strong **understanding of energy policy** and its impact on energy sector business models
- **Excellent writing skills**, with an ability to disseminate technical information in policy documents and reports
- Confidence in **building and maintaining relationships** with external stakeholders across government and industry, including chairing industry groups and presenting at events
- Able to help shape and present a compelling Regen **membership offer** to prospective members
- Proactive and comfortable working in a **fast-paced policy environment** where priorities might change quickly
- Able to keep a **finger on the pulse** of the latest policy news.

An understanding or interest in the energy sector and a desire to have an impact to accelerate the transition to a zero-carbon future is a fundamental requirement of all roles at Regen.



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We are in the most important decade in human history – we have to turn the tide on carbon emissions.

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Merlin Hyman, chief executive of Regen

Regen provides independent, evidence-led insight and advice in support of our mission to transform the UK’s energy system for a net zero future. We have a strong track record of influencing policy and markets to drive renewable energy generation, cut energy demand and shift to a smarter energy future. Given the scale of the challenge, we need to step up our work and our impact – we are looking for talented people to join our team to help us deliver our mission.

Established in 2003, Regen is a not-for-profit company limited by guarantee, owned by its membership of over 150 organisations at the forefront of the energy transition. We also run the Electricity Storage Network (ESN), recognising the crucial role of flexible and energy storage technologies. We are an expert team of 40 committed people based at our office in Exeter and working flexibly around the UK.



Our approach

Mission led: As an ambitious purpose-driven organisation, everything we do is aimed at delivering our mission to transform the energy system. We have no shareholders to keep happy and so we work where we can have the greatest impact – whether that’s developing models of the future energy system to underpin investment decisions, advising government officials on policy or supporting community energy organisations.

At the heart of the energy sector: Regen is at the heart of a network of organisations working to transform our energy system. With over 150 member organisations, management of the Electricity Storage Network, a pioneering network promoting diversity and some of the leading events in the industry, this is a unique place to develop your skills, networks and profile. By joining the Regen team, you will work at the cutting edge of the energy sector, pioneering new approaches and embracing creativity.

Whole-system analysis: We believe that the best way to influence people is to present evidence, data and analysis that is based on a deep knowledge of the energy system as a whole. There are no silos at Regen – you will be supported to work collaboratively and creatively across the team, sharing your knowledge and learning proactively through internal knowledge hubs, cross-team working and dedicated lunch-and-learn sessions.

A unique place to work: We operate as a self-organising, developmental organisation with trust, responsibility and respect at our heart. With an inclusive approach to decision making and open book finances, your ideas and opinions will be valued regardless of your position. We are a collaborative organisation and every team member is empowered to steer and shape our work and strategic direction.

We value diversity in all its forms: We work to promote inclusivity in our organisation and across the energy sector, for example through ReWiRE, our network for women in renewable energy. We value our team as whole people, who can bring their true selves to work.

Job title	Policy and membership manager
Location	Exeter (with potential for flexible hybrid working)
Salary	£37,000 - £46,000 per annum, dependent on experience
Annual bonus	Bonus scheme, dependent on company performance
Contract	Permanent

Employee benefits

- 28 days' paid annual holiday (plus bank holidays), rising to 30 days over two years
- 9% employer pension contribution
- Aviva Healthcare insurance
- Flexible and remote working potential
- Volunteer days
- Salary sacrifice cycle to work and EV schemes, interest-free rail season ticket loans
- CALM/Headspace app subscription
- Childcare vouchers
- Continuing professional development plan for all employees
- Bonus scheme (details available at interview)

Application dates and process

Applications

Interested candidates should send a CV, with a covering letter outlining their suitability for the role, their interest in energy and why they wish to work at Regen, to Katrina Jackson at recruitment@regen.co.uk. **The closing date for applications is Sunday 24 November 2024.**

Prior to your application, you are welcome to express interest via email to Katrina and arrange an informal conversation about the role.

Interviews

Suitable candidates will be invited to an in-person interview. Interviews are expected to take place at our Exeter office. At the interview stage, candidates will be asked to give a short presentation. We may also ask you to undertake a task to demonstrate your skills. **Interviews will take place the week commencing 02 December.**

Start dates

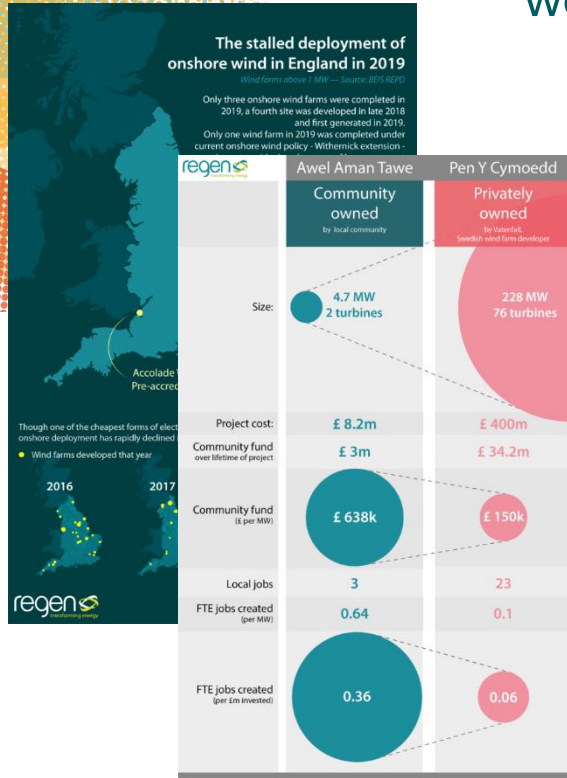
The expected start date is to be as soon as possible after acceptance, with some flexibility by arrangement.



Discover more about Regen

The Solar Commission
A bright future: opportunities for UK innovation in solar energy
 July 2019

See more of our cutting-edge work at www.regen.co.uk



Energy Generation in Wales 2021
Llywodraeth Cymru Welsh Government

Energy Networks for the Future
A dialogue about the future of the electricity distribution networks

November 2019

Decade to make a difference series:
The decarbonisation of heat