Based in Edinburgh, the Scottish Further and Higher Education Funding Council (SFC) is the national, strategic body that is responsible for funding teaching and learning provision, research and other activities in Scotland's 25 colleges and 19 universities and higher education institutions.

**Policy Analysis Officer – Research & Innovation Policy**

**Salary in the range (E2): £32,238- £37,962 per annum (1.0 FTE)**

As Policy Analysis Officer (Research & Innovation Policy) you will work closely with the Senior Policy Analysis Officer on developing policy for Council’s support for research and innovation in Scottish HEIs.

Among other things this will involve supporting work in developing evidence on the performance of the Scottish research base and make recommendations on what the Council’s strategic and policy responses should be. You will also assist in the development and implementation of a suite of strategic programmes, in partnership with key stakeholders, to deliver the Council’s vision for Scottish research.

As part of the role, you will support the Council’s contributions to the development of the UK Research Excellence Framework, provide advice and guidance to internal and external stakeholders as necessary and assist in drafting Research and Knowledge Exchange Committee and Council papers.

To be successful you must have policy development or implementation experience as well as good interpersonal skills in order to build, develop and maintain working relationships with internal and external stakeholders.

Experience of liaising/working with external stakeholders or the higher education sector, effective oral and written communications skills and strong organisational and project management abilities are essential.

Understanding of research policy in the Scottish and UK context and of the main policy issues in higher education would be an advantage. A good awareness of Scottish, UK, and European research and innovation issues as well as some knowledge of research and innovation strategy/policy development and implementation at a national level are desirable.

You will likely also bring a very good understanding of the university and/or college sector and degree level education (SCQF level 9 or equivalent experience).
SFC is a friendly welcoming team and believes it is at its best when its work is informed by different perspectives. We are therefore keen to receive applications from talented individuals from all walks of life. Applications from candidates with disabilities and those from minority ethnic communities are encouraged.

We will be happy to consider flexible working arrangements for this position.

This role is normally based in our Edinburgh office. As a result of the COVID-19 pandemic, all SFC staff are currently working from home for the time being.

No CVs accepted unless submitted with a completed application form.

Application and equality monitoring forms, together with further details on the vacancy are available from our website.

The closing date for applications is 9am on Monday 23 November 2020. It is intended that remote interviews will take place in the week commencing 30 November or 7 December 2020.

Committed to equality of opportunity