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 26 colleges and 19 universities and higher education institutions.

**Senior Policy Analysis Officer**

**Capital and Climate Change**

*Salary in the range (E3): £39,300 - £46,200 per annum (1.0 FTE)*

Reporting to SFC’s Assistant Director of Capital and Climate Change, the post-holder will work with colleagues across SFC to support the sustainability and green recovery agenda and ensure those dimensions are reflected in policy decisions relating to further and higher education. One of the key areas of responsibility for this post on appointment will be to support the achievement of SFC’s strategic priorities through development and implementation of key SFC policy relating to the climate emergency.

The post-holder will be expected to lead our relationship with relevant Scottish Government, university, college, partner agency and other stakeholders, to identify opportunities for SFC to influence and support change. SFC will look to monitor progress across the sectors and so the post-holder will seek out best practice and fulfil current Government expectations in advising colleagues in SFC on the achievements we should expect to see and record. As subject-matter lead, the post-holder will support colleagues’ growing understanding and knowledge of the difference SFC can make. The post-holder will also lead on the mandatory reporting in the area of climate change and biodiversity required of SFC as a public body.

To be successful you must demonstrate experience of policy development or implementation with proven understanding of the key issues in Scotland’s response to the climate emergency. You will have strong interpersonal and communication skills (i.e. experience of representation, negotiation, building/developing and maintaining work relationships, working flexibly with colleagues) as well as organisational and project management abilities to cope with diverse and changing workload in a politicised environment. You must have the ability to research and analyse, understand and respond to complex issues in an appropriate manner, demonstrating good judgement and awareness of the audience’s level of understanding. Good IT skills and a degree (SCQF level 9) or equivalent experience
are essential. Knowledge of the further and/or higher education sector, good understanding of the current Scottish political and government environment and some experience of dealing with financial/funding information would be an advantage.

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.

This role is normally based in our Edinburgh office near Haymarket station. All SFC staff are currently working from home for the time being due to the pandemic. When the restrictions are lifted we will return to using our office but there will be some flexibility for home-based working.

We will consider flexible working arrangements for this position.

**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 30 August 2021. It is intended that remote interviews will take place in the week commencing 13 or 20 September 2021.

*Committed to equality of opportunity*