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 Officers - Outcomes (Grade E3)**

*Salary in the range (E3): £40,086 - £46,662 per annum*

Reporting to the Assistant Director of Outcomes, the post holders will lead and support the negotiation and development of outcome agreements across a portfolio of college regions and/or higher education institutions, the monitoring and evaluation of outcomes across the sector, as well as the development and implementation of key SFC policies - within specified parameters.

Working as part of a team, responsibilities of these posts include managing key relationships with and between internal and external stakeholders; helping to identify/facilitate priority changes and developments, working to ensure their delivery; providing advice and guidance to institutions and stakeholders; and managing and developing SFC staff as required.

The post holders will be required to draft and present policy and strategy papers and draft high-level briefings, speeches and other materials for senior members, as well as representing SFC at external meetings, conferences and other events, including giving presentations, chairing and facilitating discussions when required.

Educated to degree level education (SCQF level 9) or equivalent experience, applicants should demonstrate strong policy development or implementation experience, strong interpersonal skills, including experience of representation and negotiation, strong organisational and project management abilities to cope with diverse and changing workload in a politicised environment, as well as the ability to think and act strategically.

Other key skills and competencies include high-level written and oral communication skills, the ability to analyse, understand and respond to complex issues demonstrating good judgement, the ability to manage and develop staff and the ability to interpret, analyse and explain complex information to audiences with varying levels of expertise. Good IT skills are also important.
Experience of working with external stakeholders is an advantage, as is some experience of working with financial/funding information, knowledge of the further and/or higher education sector and a good understanding of the current Scottish political and government environment.

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 consider flexible working arrangements for this position.

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

Please apply by submitting an SFC application form. (We do not accept CVs). 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 10 November 2021. Remote interviews are expected to take place in weeks commencing 22 & 29 November.

Committed to equality of opportunity