

Aldersgate Group Policy Communications Project Assistant

Future Leaders Programme 2024

Application form: <https://forms.office.com/e/mVQQV6RDSv>

Application deadline: 11:59pm GMT on Monday 11 March 2024

Position with: Aldersgate Group

Manager: Ben Pummell, Communications Principal at Aldersgate Group

Location: working between London office and Cambridge Zero office in Cambridge, with work travel expenses covered

*Please note that all project assistants on the Future Leaders Programme must be in person in Cambridge for the week commencing 15 July and the week commencing 2 September.

Programme dates: 15 July to 13 September 2024

Project Overview

This project will support the [Aldersgate Group](#)'s efforts to influence all of the major political parties in 2024. Clear, concise, and engaging communications will be vital during this period in order to successfully translate the Aldersgate Group's policy recommendations into digestible content for key stakeholders. By creating the right collateral as part of our communications strategy, we can successfully make the case for ambitious climate and environmental policy.

The first element of this project will involve the creation of insightful graphics that clearly outline the Aldersgate Group's policy recommendations, and the potential economic and social benefits that they could deliver for the UK. The aim of this is to provide policymakers with an easily understandable visual representation of how climate and environmental policy can support them to deliver for their constituents through economic growth, energy security, lower bills, and job creation.

In addition to this, the successful candidate will play an important role in supporting the communications team with new initiatives that are set to start in 2024. As part of a wider push to diversify the organisation's communications output, this will involve supporting the creation of a podcast series, and further developing the organisation's blog content.

Particular focus will be given to the Aldersgate Group's upcoming Green Programme for Government publication, and subsequent reports and events. These will form the foundation of the organisation's plans, providing many of the crucial policy recommendations that our political asks will be based on.

The University actively supports equality, diversity and inclusion and encourages applications from all sections of society.

Person Specification

Essential criteria

- This position is not degree specific, but applicants must have a knowledge of climate and environmental issues as well as a passion for the subject.
- Ability to communicate complex concepts in a user friendly way which is appropriate to the target audience.
- Good visual presentation skills, experience of working with developing visual resources. Good interpersonal skills; confident in meeting and working with people from a range of backgrounds and disciplines.
- Well-developed organisational skills and the ability to establish and manage projects.
- Ability to prioritise own workload as not continuously supervised.
- Competent in standard software packages e.g. Word, Excel, Powerpoint.
- All applicants must be current or recent undergraduate students (graduated from their undergraduate degree within the last 12 months). The positions are open to ALL undergraduate students, not just students from the University of Cambridge.
- The successful candidate must, by the start of their employment, have permission to work in the UK.

Desirable criteria

- Experience or interest in social media creation and/or podcast production.
- An interest in climate and environmental policy and policy communications