



Job Description | Head of Research, Policy and Legal

Role summary

This role leads the development of evidence-based, equity-driven research, policy and legal interventions that advance a rapid and fair transition away from oil and gas production in the UK.

Core responsibilities

1. Team management and staff development

- Lead Uplift's Research, Policy and Legal (RPL) team, fostering an inclusive, high-performance, values-led culture while line-managing senior staff and overseeing their professional development.
- Support the Principal Researcher, Principal Policy Adviser, and Principal Legal Adviser to lead their respective teams within the overall RPL team.
- Develop and implement project management processes to ensure the smooth functioning of the team and its integration with the wider organisation.
- Support clear commissioning and prioritisation processes through which other teams' research, policy and legal needs are met.
- Ensure robust monitoring, evaluation and learning in relation to the activities of the team, including to support fundraising.
- Develop and oversee the team budget.

2. Strategy, thought leadership and advocacy

- Define and oversee the delivery of Uplift's research, policy and legal agenda.
- Help to translate Uplift's mission into clear, evidence-based proposals, providing thought leadership to the organisation and wider climate sector.
- Ensure high quality evidence, analysis, and legal insights strengthen Uplift's messaging, brand, advocacy and movement partnerships.
- Ensure rigorous quality assurance and risk management processes to maintain the highest standards of accuracy and impact across all research, policy, and legal outputs.
- Build and maintain high-level external relationships with policymakers, regulators, academics, funders, lawyers and the media.
- Oversee Uplift's commissioning of research, policy and legal work from external partners.

3. Organisational leadership and management

- Support the development and implementation of Uplift's organisational strategy.
- Participate as an active member of the Senior Management Team (SMT).
- Work with the rest of the SMT to help shape and model the organisational culture to ensure the organisation operates in line with our values.



- Contribute to monitoring key risks to the organisation and our mission, and ensure that appropriate mitigation measures are in place.
- Collaborate across the organisation, working to ensure smooth cross-team work and communication.

4. General responsibilities and duties

- Fulfil the responsibilities of the role in accordance with the operational policies of the organisation.
- Contribute to the evaluation and improvement of the organisation's activities.
- Maintain good working relations with staff members and other stakeholders, presenting the organisation in an appropriate and professional manner.
- Contribute to the development and growth of the organisation through working in accordance with its wider objectives, organisational culture and values
- Work out of usual hours if required.
- Undertake any other reasonable duties as may be required.

Essential skills and experience

- A track record of using research and policy expertise to achieve meaningful policy change, particularly within the climate and energy landscape.
- An ability to lead rigorous, in-depth analysis while also responding nimbly to fast-moving campaign, media and political opportunities and the skills to help the team navigate that balance.
- Exceptional analytical and quality assurance skills, with a focus on maintaining high standards across a range of outputs.
- Proven success in building and maintaining high-level relationships with a diverse range of external stakeholders.
- Significant experience in line management, with an ability to lead remote first teams.
- Experience building robust programme management and workflow systems.
- Excellent communication and interpersonal skills ensuring smooth work within the team, the wider organisation and with partners.
- Alignment with Uplift's mission and values, with a passionate commitment to achieving a rapid and just transition away from oil and gas production in the UK and fostering a collaborative, inclusive organisational culture.

Desired skills and experience

- Knowledge of energy, oil & gas and industrial transitions.
- An understanding of the use of legal tools and advocacy to achieve legal and policy change.