

Policy Officer

About 5Rights

One billion children are online and account for one third of all users globally. 5Rights Foundation exists to build the digital world that young people deserve, allowing them to live and work online creatively, knowledgably, and fearlessly.

We are a policy-driven organisation, which aims to realise ambitious, systems-level change. We advocate for enforceable regulation and international agreements that allow children and young people to thrive online. We develop standards and protocols with engineers and policy colleagues around the world to help businesses reshape and redesign their digital services with children and young people in mind. We also publish and lead across our policy areas to formulate new thinking and solutions to address the challenges posed by the digital world, so it caters for children and young people by design and default. Our focus is strongly oriented towards achieving real-world change, through shaping legislation, regulatory frameworks, and industry best practice.

We believe that our staff are our most valuable asset and we are committed to attracting and retaining diverse, exceptional talent. We are a small team and work collaboratively, flexibly and with respect for others.

Reporting Line

Policy Lead

The Role

Policy sits at the heart of the 5Rights Foundation. Our policy team works across three priority areas: Data and Privacy, Child-Centred Digital Design, and Children's Rights. We pride ourselves on the quality of our work and the robust analysis and research that sit behind our policies.

We are looking to hire an experienced policy person with a strong track record of policy design and development, expertise in digital design and data, and a commitment to children's rights.

You will be responsible for researching, drafting, and writing policy papers, briefings and research reports. Great analytical skills, critical thinking, and an ability to articulate complex concepts succinctly and lucidly are essential for this role. We're looking for someone who can produce the highest quality writing and insight in a fast-paced environment, and with an awareness of diverse audiences.



Website: 5rightsfoundation.com
Twitter: [@5RightsFound](https://twitter.com/5RightsFound)

Email: info@5rightsfoundation.com

POLICY OFFICER JOB DESCRIPTION

January 2021

This role will be particularly focused on data protection and privacy, so experience in data policy is desirable.

The salary for this role is £32,000 per annum (flexible depending on experience). Our office is based in Islington (London) and we offer flexibility around remote working.

Key Responsibilities

- Ensure bold and innovative policy development that maximises positive changes to the digital world across all of our areas of our activity.
- Write evidence-based policy documents, including long-form reports, position papers, consultation responses and briefings.
- Ensure that our policy is firmly rooted in the experiences and voices of young people.
- Keep yourself and team up to date with the latest developments in tech, children's rights, and other areas relevant to our work.
- Represent 5Rights and its policy positions publicly, at meetings, conferences, and events.
- Develop, maintain, and influence a network of key stakeholders across a range of relevant sectors.
- Work closely with all colleagues in our policy and external engagement teams to ensure our policy positions inform everything we do and are strongly represented externally.

Person specification

ESSENTIAL skills and attributes

- Excellent and experienced writer, with a proven ability to communicate complex, nuanced policy positions in a clear and persuasive way.
- A deep and critical understanding of the issues relevant to one or more areas of our work.
- Strong and relevant experience of policy development and delivery.
- Strategic and tactical thinker, aware of the role policy plays as a lever for achieving positive change.
- Excellent interpersonal and influencing skills, with experience of building and leveraging relevant and useful networks.
- Independent worker with the ability to balance and prioritise competing tasks
- Enjoys managing multiple assignment simultaneously, as well as working at pace and to tight deadlines, ensuring accurate, high-quality output.
- A commitment to our values and mission.
- Curiosity, humility, self-awareness, and a sense of humour.



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DESIRABLE skills and attributes

- Knowledge of data protection.
- Excellent presentation, communication and public-speaking skills.
- Experience of collaborating effectively and creatively with a wide range of partners.
- Knowledge of the legislative process and the workings of Westminster and Whitehall.
- Experience of managing projects and teams from conception to completion.
- Understanding of the particular dynamics of working in a small organisation.

How to apply

We are a small but ambitious organisation, with a team of hard-working and committed people. If you believe you can contribute positively to our work and to growing our influence and reputation, please send a CV and brief covering letter explaining what you would bring to 5Rights to: policyapplications@5rightsfoundation.com. The deadline for applications is **Monday 22 February 2021**, but we will be conducting a rolling assessment process from the time of advertising.

5Rights Foundation is committed to building a diverse team. All qualified applicants will receive consideration irrespective of racial or ethnic background, opinions or beliefs, gender, sexual orientation, health or disabilities.