



Strategy and Insight Manager

The Strategy and Insight Manager is a critical team role: managing projects and client accounts, quality assuring Crest analysis and supporting the Head of Strategy & Insight and the Head of Communications to integrate strategy, insight and communications across all our projects.

The role will involve conducting high quality analysis for our clients and wider thought leadership, communicating Crest's work and managing projects from start through to completion, as well as developing proposals for new work. It requires the ability to work across policy and communications disciplines; to be both client facing and supportive of analysts in building their skills and to provide both policy and communication support, as required, to directors.

We are keen to see applications from a range of backgrounds, whether government, business, the charitable sector or academia.

We are particularly interested in hearing from people:

- With a background in public policy and strategy - bringing an ability to combine rigorous policy analysis with an understanding of the broader political context and the constraints under which leaders tend to operate
- With a specialism in crime and justice policy, for example, policing or criminal justice - but who are prepared to learn and pick up new areas too
- Who have experience of producing detailed policy analysis and original ideas: of the sort that is produced in think-tanks, management consultancies and government departments
- Who are looking for an opportunity to develop their skills, within a growing company, and want to make a difference

You will need to have excellent written and communication skills.

Main Purpose and Scope

- Carry out high quality analysis in service of projects, undertaken on behalf of clients, and ensure the analysis is presented in a compelling way
- Manage projects from proposal stage through to completion, including client interface and account management
- Support the Head of Strategy & Insight in building a thriving business unit
- Support the Communications business unit by integrating strategy and insight into communications projects
- Work closely with others to ensure an effective, multidisciplinary approach across the team and wider organisation



- Build partnership and alliances with like-minded companies and individuals and engage with senior stakeholders on behalf of clients and for internal purposes.

Position in Organisation

- Reports to: Head of Strategy & Insight
- Responsible for: Strategy and Insight projects as required across the organisation
- Budget responsibilities: as delegated by clients

Duties and Key Responsibilities

- Conduct high quality analysis in the service of projects and for wider thought leadership efforts
- Develop proposals and budgets for new work
- Manage projects and strategy, insight and communications products, which achieve impact and enhance Crest's reputation for excellence
- Support the Head of Strategy & Insight, and Head of Communications and Campaigns, in managing client programmes and ensuring proper systems of governance / oversight are in place
- Support the Head of Strategy & Insight in developing high-quality products for clients and for wider use
- Line manage staff as required
- Provide communications support as required
- Quality assuring analysis produced for clients and / or as part of wider thought leadership efforts
- Support the MD in shaping overall business strategy and establishing and maintaining systems for overseeing the effective delivery of Crest client work, including time, profitability, impact etc
- Ensure appropriate recording of activities in line with Crest's processes
- Ensure that events and projects are delivered on time and to budget
- Share information as appropriate to team in a timely manner

The post-holder may be asked to complete tasks not listed above but which are within the scope of the role.

General Responsibilities

- Commitment to equal opportunities
- Cooperation with health and safety policies
- Adhere to confidentiality requirements
- Commitment to Crest's company values
- Collaborate with, and behave respectfully towards, colleagues



Salary

A competitive salary will be paid dependent upon skills and experience, ranging between £40,000 and £50,000 per annum (pro-rata).

Hours

You will work from our London office, 40 hours per week full-time; a part-time arrangement can be considered.

Benefits

Benefits include 25 days holiday per annum, pro-rata, plus 8 public holidays, participation in the pension scheme which is a minimum of 3%, flexible working is available to all employees (subject to availability); other benefits include season ticket loans for transport, childcare vouchers and "cycle to work" scheme.

How to Apply

Please send your CV and a one page covering letter to contact@crestadvisory.com stating clearly which role you are applying for and why.

The deadline for applications is **Monday 15 October**

Please indicate in your letter whether you are interested in a full-time or part-time position.

If you wish to enquire about the role informally, please call 020 3542 8993 and one of our team members will be happy to discuss this with you.