

JOB DESCRIPTION

Job title	Head of Fossil Fuel Investigations
Reports to:	Co-Directors of Campaigns
Contract:	Permanent
Location:	London/ Brussels/ DC. We operate a hybrid working model with two days a week in the office

Role Purpose

The role is accountable for leading the delivery of high quality and innovative campaigns products, strategic advocacy and credible investigations which result in impact and change.

The role plays an important leadership role by ensuring that through the effective management and leadership of their team they make a positive contribution to the organisation's financial sustainability, make certain that those who we work with experience the best of Global Witness and that our workplace is one where everyone flourishes and thrives.

Campaign Strategy Leadership

- Fosters a team culture of accountability and collaboration
- Responsible and accountable for delivery and development of the fossil fuel investigations team plan (key milestones, timescales, budget, and donor commitments) performance, quality, and management of risk. This includes ensuring:
 - i. Campaigns and investigations are strategic, impactful, and produced to Global Witness standards
 - ii. Campaigns and Investigations are fair, ethical, and safe
 - iii. Work is delivered to agreed timescales and budgets and meet required donor commitments
 - iv. The team actively contributes more broadly to the organisation
- Works in partnership with the Head of Fossil Fuel Campaigning to identify and deliver shared goals and interdependencies
- Leads the team to achieve impact and systemic change using a balance of proven and innovative campaign and investigative techniques and approaches
- Regularly evaluates and updates the team plan to respond to the internal and external environment
- Identify opportunities for and implements cross-campaign collaboration and learning and embeds learning and lessons learned
- In partnership with the Head of Fossil Fuel Campaigning build the external profile of the Fossil Fuel work and broader organisation through regular networking, events and thought leadership
- Ensures the voices and strategies of those most affected and other key stakeholders are heard and reflected through inclusive partnerships, campaign strategies and communications
- Enables and supports the strategic communications team to deliver the communications strategy for the campaign
- Actively contributes to and supports Fundraising activities for the campaign and the broader organisation

Leadership

- As part of the leadership community, contributes to the leadership of Global Witness
- Manage organisational risk (reputation, legal, financial, people and security)
- Lead by example, showing inclusive and decisive leadership
- Displays co-leadership of the fossil fuels campaign, alongside the Head of Fossil fuels campaigning, sharing strategic responsibilities and coordinating closely on a daily basis
- Proactively scan the external environment, bringing in best practice approaches from outside the organisation
- Regularly represent Global Witness' work to build our profile and brand with media, donors, and decision-makers within high-level and expert circles
- Develop, build, and support productive relationships with a broad range of external people, communities, and partners
- Develop and support your line reports to function as a cohesive and collaborative team
- Develop, support, coach and guide your line reports including for example through objective setting, appraisals, and performance management
- Accountable for the performance, behaviours, and standards of you and your line reports, ensuring that the culture in your team reflects that of Global Witness as an organisation

Ways of working and collaborating

- Work proactively to support the organisation in meeting its purpose, strategy, and priorities
- Works in line with the Global Witness values of courage, inclusion and belonging, kindness and collaboration in all interactions internally and externally
- Work collaboratively and positively across the team and whole organisation contributing to cross organisation projects, key events, and initiatives
- Works collaboratively and in equal partnership with the Head of Fossil Fuel Campaigning
- Responds to challenge, explores new ideas and takes initiative in all aspects of teamwork
- Builds and maintains positive relationships with diverse range of external allies and colleagues
- Demonstrates an active commitment to creating a diverse and inclusive workplace
- Work within Global Witness policies and procedures at all times, including confidentiality, source protection and security, legal and contractual requirements, and general office procedures.

Other

- Carries out any other duties equal to the skills and responsibilities required for this role as directed by the Co-Directors of Campaigns
- This role may involve overseas travel

PERSON SPECIFICATION

- Displays significant investigations, or campaign communication leadership experience with proven impact
- Significant experience in leading and managing in person and remote teams
- Demonstrable experience in creating a culture of teamwork where people feel empowered, respected, valued, and accountable for the work they do
- Experience and understanding of effective partnerships with civil society organisations and coalitions
- Experience in considering and mitigating security risks
- Experience in handling libel checks and reacting to legal threats
- Displays financial literacy has experience in developing budgets, tracking costs, and forecasting spending
- Excellent written and verbal communication skills – experience of producing high quality written materials and of representing an organisation or team on public platforms
- Demonstrates excellent prioritisation, organisation, problem-solving and planning skills
- Adaptable, flexible, manages change and uncertainty
- You display self-awareness understanding your strengths, limitations, and your impact on others
- You display an affinity to the Global Witness values and actively participate in Global Witness' diversity and inclusion journey