



## Job Specification

Title:	Head of Electric Transport Systems
Reporting to:	Director of Member Services
Job Purpose:	<p>BEAMA is the leading UK Trade Association for energy infrastructure and systems, representing manufacturers of electrical products essential to the UK energy sector. Representing over 200 member companies (UK manufacturers) BEAMA has significant influence over UK and international political, standardisation and commercial issues impacting our members. We are the representative voice of the supply chain and central to our program of work is maintaining and growing markets for our members, primarily focused on helping drive inward investment into the UK supply chain as we work towards ambitious Net Zero targets.</p> <p>This role is a fantastic opportunity for an individual to position themselves in the heart of a critical industry for the UK Energy Sector. The supply chain for transport in the UK is experiencing a once in a lifetime transition from fossil fuel-based vehicles to electric vehicles across the domestic, commercial, private and public sectors.</p> <p>In this role, you will collaborate with over 40 member companies and their supply chains to advance improvements in regulation, policy, and safety standards. You will be responsible for developing and promoting materials for BEAMA members, including guides, fact sheets, and policy positions, ensuring they are effectively communicated to external audiences through social media, webinars, and seminars. Building and maintaining strong relationships with external stakeholders will be essential, as you will work together to advocate for the sector and its initiatives, which may also involve public speaking engagements.</p> <p>BEAMA members manufacture and operate the infrastructure that is supplying this radically evolving sector and is an integral part to the acceleration of electrification to meet Net Zero. With a new Government and a shift in momentum to drive Electric Vehicle uptake BEAMA are looking for a motivated and experienced individual to lead this sector and support our members going forward.</p>
Key tasks:	<ul style="list-style-type: none"> <li>• To direct and lead member policy and advocacy activities in the area of Electric Transport Infrastructure sector, this will include topics such as: <ul style="list-style-type: none"> <li>○ Flexibility, Cyber Security, Digitalisation, Smart Charging Regulations, Sustainability and Net Zero working alongside other BEAMA experts in these areas.</li> </ul> </li> <li>• Set and manage annual budgets and work plans with the members to deliver the needs of the industry</li> <li>• Manage member subscriptions and build strong working relationships with all group members and their respective companies.</li> </ul>

	<ul style="list-style-type: none"> <li>• Manage and run meetings for the members to drive work plan delivery. This will include facilitation of internal and external collaborations leading to reports, position papers and studies to ensure our members enhance their position as key stakeholders in the Electric transport value chain.</li> <li>• As part of the annual work plan delivery and with the support of the BEAMA marketing team, there will be an expectation to drive a program of PR and marketing content to continually promote the sector and enhance our outreach and influence as we work to ensure a stable growth environment for the sector</li> <li>• Work with the market analytics team to set up a data pool in order to drive an evidence based approach to policy work.</li> <li>• Manage and build relationships with stakeholders: <ul style="list-style-type: none"> <li>○ Across BEAMA sectors</li> <li>○ Externally – Government, Trade Associations, Supply Chains.</li> </ul> </li> <li>• Providing the primary point of contact for BEAMA members of this sector and be seen as the leading voice for this part of the industry speaking on behalf of our members</li> <li>• Work with BEAMA colleagues as part of a team to align work with wider BEAMA initiatives and priorities</li> <li>• Support other BEAMA activities and projects as required and where this overlaps with Electric Transport work programs. It is common within BEAMA that staff may need to pick up the management of another sector group subject to capacity. For now the transport sector in BEAMA requires a full-time position.</li> <li>• Responsible for membership retention and recruitment for this sector</li> <li>• Attend monthly BEAMA team meetings to share knowledge and update colleagues on current projects and outcomes</li> <li>• Maintaining relevant information in the BEAMA CRM system and relevant website</li> <li>• Proactive and reactive representation of BEAMA as required at external events and communicating the associated information within BEAMA as appropriate.</li> <li>• Scope expansion: The current work program is very focused on the existing rollout of Electric Vehicle charging infrastructure but there is scope to expand our work in other electric transport sectors including supply chain representation for the rail industry and ensure close collaboration with other BEAMA sectors such as ‘Building Electrical Systems’ and ‘Low Carbon Building Solutions’.</li> </ul>
Key performance indicators:	<ul style="list-style-type: none"> <li>• Maintain and grow membership</li> <li>• Effective annual budgeting and management of member subscriptions</li> <li>• Effective delivery of annual work plans – effective lobbying and campaign activity associated with Electric transport Systems</li> <li>• Maintain accurate CRM and website content</li> <li>• Effective communication with members</li> <li>• Effective as part of a wider BEAMA team</li> <li>• Establish and maintain good working relationships with members, the wider supply chain and key stakeholders</li> </ul>

<p>Person spec:</p> <p>E = Essential</p> <p>D = Desirable</p>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Excellent written and spoken communication.</li> <li>• Team Building; working and developing relationship internally at BEAMA with staff and members and externally.</li> <li>• Excellent team working, time management and organization skills.</li> <li>• Ability to understand complex policy, technical and regulatory concepts, and explain them to a non-technical audience, with specific reference to Electric Vehicle Infrastructure</li> <li>• Supply chain manufacturing and product management experience and/or experience working for Government on related programs</li> <li>• An understanding of broader UK Energy policy and Net Zero delivery in the UK</li> <li>• Commercially astute</li> <li>• Marketing skills to drive a program of content for the sector as spokesperson for the industry</li> <li>• Ability to design, lead and deliver projects and evaluate their impact.</li> <li>• Business development or external corporate relationship management</li> <li>• Ability to manage effective budgeting</li> <li>• Microsoft Office, social media, computer literacy.</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Lobbying experience working in a related field</li> <li>• Good technical and statistical analysis capabilities – specifically for market analytics and the management of technical work on behalf of the members (e.g. representation on standards committee and driving standards development for the sector)</li> <li>• Understanding of technical product standards development</li> </ul>
<p>Terms:</p>	<p>Permanent full-time contract</p> <p>From £60,000-65,000 pa plus benefits, dependent on relevant experience and current skills.</p> <p>Office in Central London with hybrid working and opportunity to work from home (minimum 3 days a month in the Office)</p> <p>Travel within UK and Europe expected.</p>