

JOB PROFILE

DEPUTY MAYOR RESPONSIBLE FOR GOVERNMENT RELATIONS (National, Regional, Local and International Government)

Reports to: The Mayor

Job Purpose

1. To advise and lead on the Mayor's relationships with the Government, and London Boroughs.
2. Advise and lead on international relations on behalf of the Mayor promoting London's position as a leading world city.
3. To take decisions on behalf of the Mayor under delegated authority and to periodically deputise for the Mayor of London.

Principal Accountabilities

1. Ensure that the GLA develops and maintains effective and proactive relationships with all London Boroughs, Corporation of London and associated bodies & organisations.
2. Lead on the development and management of relationships between London and identified cities around the world, and lead London's active participation in international networks.
3. Develop and maintain the GLA's role and profile within international organisations, in support of the Mayor's international agenda
4. Develop and build good relationships with key contacts in London including:
 - o Ministers
 - o Senior Government officials, including permanent and deputy secretaries
 - o Borough Leaders, Councillors, Borough Chief Executives and Chief Officers
 - o Strategic Health Authority Chief Executives
 - o Chief Executives, Directors and senior staff from major private developers, house builders and registered social landlords
 - o Board members, Chief Executives
5. Work with senior colleagues to meet pan-GLA requirements.
6. Ensure that the job is conducted in such a manner to meet the requirements of best value.
7. Manage allocated staff and resources in accordance with the Authority's policies and Code of Ethics and standards and to ensure that these are implemented and maintained in a demonstrable reasonable way.

8. Realise the benefits of London's diversity by promoting and enabling equality of opportunities and promoting the diverse needs and aspirations of London's communities.
9. Realise the benefits of a flexible approach to work in undertaking the duties and responsibilities of this post and participating in multi-disciplinary cross-department and cross-organisational groups and project teams.
10. Undertake any other duties as appropriate commensurate with the level and role of the job

Person Specification

1. Thorough knowledge and understanding of central regional and local government and wide experience of successfully applying this knowledge to direct the GLA's influence in London's economy. Substantial knowledge and understanding of issues relating to the development and maintenance of links and relationships with London Boroughs.
2. In depth experience of working in the private sector and/or public sector at most senior levels and in achieving results
3. An understanding of how the GLA's wish to take a strategic lead in combating discrimination and promoting equality of opportunity throughout London can be enhanced and supported by this role
4. Experience of building successful relationships with senior staff in private and public bodies
5. Experience of liaising with government ministers and departments and influencing outcomes
6. Significant experience of leading value for money projects with proven ability to successfully manage significant change management experience
7. Ability to build lead and contribute to effective teams and relationships to achieve a high level of performance
8. Understanding of the importance of international relations to London's communities and its population.
9. Needs to demonstrate a high level of analytical and constructive thinking to cope with the varied and challenging situations required by the role
10. Written and verbal skills appropriate to communicate with a wide range of audiences and in the context of a complex political organisation
11. Ability to establish positive relationships with elected Members which generate confidence and respect

Reasonable adjustment will be made to working arrangements to accommodate a person with a disability who otherwise would be prevented from undertaking the work.