

BRITISH COPYRIGHT COUNCIL

Director of Policy and Public Affairs

Reporting To:	The Chairman and the Board
Time commitment:	Hours to suit and as necessary to deliver the services described below but where possible within the normal working day of member organisations and government departments. As a guide, it is envisaged that the role will involve around 85 hours across the month (flexible as workload varies).
Fee:	£ 30 per hour, up to a maximum of £ 2,500 per month (£30,000 pa) to be invoiced monthly in arrears (plus expenses reimbursed at approved company rates, subject to invoicing.

IMPORTANCE

- Copyright is fundamental to the creative industries, which are major contributors to the UK's economy, societal fabric and its reputation as a hub for culture, creativity and innovation. They contributed £115.9bn to the UK economy in 2019. This is more than the automotive, aerospace, life sciences, and oil and gas industries combined. Additionally, Intellectual Property is in the top five UK service exports. Therefore the Director of Policy & Public Affairs will be operating at a UK, EU and global level to promote the value of copyright and the UK's copyright regime as world-leading. Copyright is a core consideration in some of the most exciting, but challenging policy considerations of our time - such as AI, education & research in a post-Pandemic world and our position on a global stage as a Global Britain.

KEY PURPOSE

- To work with the Members of the British Copyright Council (BCC) and its Board and Working Groups to formulate and promote copyright policy.
- To act as the BCC's representative as and when required.

SPECIFIC DUTIES:

Advocacy/policymaking

- Oversee the role of the BCC in developing policy;
- Attend external meetings with stakeholders and represent the BCC on policy issues, either alone or with members of the Board and/or representatives of members;
- Monitor and research policy developments at UK and international level and report to the Board and to members of the BCC;
- Attend all meetings of the Board, Council, Copyright and Technology Working Group, Copyright Education and Awareness Working Group and other ad hoc Working Groups

(held either virtually or person in London);

- Ensure the BCC responds to relevant consultations and, working alone or with others to draft BCC responses to such consultations and other legislative developments;
- Ensure proper member approval procedures for achieving consensus on responses are agreed and followed and actively engage with members to obtain and facilitate their participation and contribution to such responses where possible;
- Maintain relationships with organisations across the creative industries and with government for the purpose of monitoring and responding to policy developments relevant to copyright law and the framework for recognition and protection of intellectual property;
- Identify key political figures with an interest in copyright issues and deliver an engagement programme to build awareness of the BCC and its issues.

Membership Liaison

- First point of contact for non-member organisations which work with the BCC;
- Develop membership by managing membership relations and developing/implementing a membership recruitment strategy.

Communications and Enquiries

- Preparation of press releases and liaison with press;
- Prepare content for the website and weekly newsletter;
- Lead BCC social media presence;
- First point of contact for government;
- First point of contact for press.

Other services

- Oversee, lead and implement the outcome of internal projects e.g. strategic review;

Education/training

- Assist, in coordination with the Executive Administrator, in overseeing the running of the BCC/WIPO Advanced Training Course in Copyright and Related Rights* (usually a two-week residential course for government officials from developing countries) including organisation, programme development, speakers, fundraising, hospitality, hotels and participant welfare, financial management, etc.*

* A separate fee of £3,000 is paid for organising the training course.

Please email applications with CVs to the BCC Chair, Trevor Cook, at:

trevor.cook@wilmerhale.com

no later than Friday 9 July 2021. Interviews for suitable candidates will be held remotely on Friday 23 July 2021 and an interview for shortlisted candidates will be held (either remotely or in person in London) on Friday 30 July 2021.