



ASCENSION ISLAND GOVERNMENT

Policy, Projects and Communications Officer

Total Package value up to £39,227 per annum

(comprising a salary range of £18,000 - £25,000 per annum (dependent on qualifications and experience) + food and utilities allowances, free housing and other benefits – details below)

About the role

This is a great opportunity for a talented and experienced policy and communications expert, to support the office of the Administrator, the Senior Management Team and Island Council with the development and delivery of high quality, well evidenced and robust policy and communications advice to AIG. The contract is for two years.

What you'll do

You'll develop, shape and influence government policy across all government directorates to deliver AIG strategic objectives and ensure consistency of approach, delivery and enforcement. Working across all areas of the senior team, you will lead on the development of government policy and delivery of special projects and business cases. Working closely with directors and legal colleagues, you will ensure good governance of the territory through the implementation of sound policy, developing strategic cross-governmental approaches to ensure the delivery of excellent public services. More information is in the job description.

What you'll bring

You'll have at least two years' experience in leading, or four years supporting, the delivery of policy development, strategic planning and / or operational delivery gained from central, regional or local government. With excellent oral and written skills, the ability to write effect reports and presentations, you will be able to adapt your communication approach to a variety of audiences. The role requires you to work collaboratively across a variety of people, forming strong, positive, professional trusting relationships with colleagues and island-wide stakeholders. A degree in a related subject would be beneficial, as would an awareness of legal frameworks.

What we offer

In addition to a salary range of £18,000 - £25,000 per annum - dependent on qualifications and experience (taxable on Ascension), the role attracts an accompanied status contract and these benefits:

- Rent free furnished accommodation worth £3,000 pa (taxable benefit)
- A food allowance of £7,560 a year accompanied or £3,780 single status per year (taxable benefit)
- An electricity allowance worth £938 per year
- A water allowance worth £2,729 accompanied or £1,360 single status per year
- Relocation costs for your personal effects, including assistance with shipment of a vehicle
- One mid-contract return journey to your country of recruitment for you and your family
- A gratuity payable on the successful completion of a 2-year contract
- 30 days annual holiday (with additional 9 days public holidays)
- Free primary dental and medical care
- Free schooling for children from 4 up to 16 years
- Free annual travel insurance

The appointment will be subject to:

- Satisfactory employment references
- Standard Criminal Records Check
- Satisfactory Medical and Dental Clearance

What's it like to work on Ascension?

Ascension is a small volcanic island, situated in the South Atlantic, with a warm stable climate (26-37°C). We are part of the wider UK Overseas Territory of Saint Helena, Ascension and Tristan da Cunha, situated approximately 1,000 miles from the mainland of Africa and 800 miles from our nearest neighbour, the island of St Helena. To thrive here in this high-profile role, you must be resilient,

adaptable and able to live and work in an incredibly small community with limited availability of perishable food, non-food items and internet connectivity.

For more information, job descriptions, and to apply visit: <https://www.ascension.gov.ac/lifestyle-and-employment/working-here/>
If you have any queries about the role, email recruitment@ascension.gov.ac

Closing Date: 24 January 2025 Interviews: Week commencing 27 January 2025 (by Skype if off island).