

JOB DESCRIPTION

| JOB DETAILS | | | |
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| Job Title: | Commercial Affairs and External Relations Director | Location:: | London/Aberdeen with regional travel |
| Reporting Line: | Chief Executive | Date: | December 2024 |
| Team: | Commercial Affairs and External Relations | | |

Organisational Vision and Mission

Engage | Inform | Champion

Offshore Energies UK (OEUK) mission is to be the leading trade association for the UK offshore energy industry. The organisation has a history of over 50 years. Today, the organisation represents over 400 companies operating in the sector including multinational all energy companies, independent oil and gas operators, developers for wind, carbon storage and hydrogen opportunities, and significant number of supply chain companies operating in the UK offshore energy sector.

Our vision is for a thriving UK powered by homegrown, affordable energy which is produced safely and sustainably. Our members boost the UK economy, unlock rewarding jobs and drive innovation.

We proudly engage, inform and champion the sector and its people. We work with our members to deliver the UK's energy needs.

We champion the energy industry to governments, policymakers and the wider public, informing understanding of our industry's role in the UK's energy transition.

True to our mission to engage, inform and champion both the industry and its workforce, we work closely with our members to meet the UK's energy demands sustainably and ensure a prosperous future for generations to come.

We do this by:

- Engaging with governments, regulators and other external parties to create an environment for long term investment in UK offshore energy.
- Holding industry-led events where our members help to shape the agenda and collaborate with peers to identify and promote good practices.
- Providing the latest market intelligence, comprehensive industry insights, award-winning guidelines, and updates on legislative and policy developments.
- Raising the profile of the UK offshore energy industry.
- Promoting open dialogue across all sectors on technical, fiscal, safety, environmental and training issues.

Team Purpose and Objectives

- To proactively manage the stakeholder agenda on behalf of the organisation and its members, actively pursuing a positive profile and reputation for the industry and OEUK.
- Overall accountable for OEUK corporate affairs and investor relations interactions.
- Accountable to develop and implement commercial strategies, identify new business opportunities to generate commercial revenue streams
- Accountable for developing and delivering the Membership Value Proposition, recruiting, retaining and engaging OEUK Members.
- Accountable for the development and delivery high quality events which enhance the organisation's reputation, messaging and income.

| Commercial Affairs and External Relations Directors Job Dimensions | |
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| General | <p>The Commercial Affairs and External Relations Director is a key member of the OEUK Senior Leadership Team with a shared responsibility for the strategic direction of OEUK and delivery of the OEUK business plan.</p> <p>The Director has accountability for delivery of stakeholder engagement with Governments and wider stakeholders. The Director is accountable for developing and delivering commercial strategies to enhance OEUK value offering and income generation.</p> <p>The Team has accountability for the delivery of the OEUK external events program and the recruitment and retention of OEUK members.</p> |
| Team Size: | 11 |
| Key Stakeholders: | OEUK Board & Membership; Leadership Team; UK, Scottish & EU Parliamentarians and staff; Government depts; Ministers, Snr Officials;; Regional politicians (councillors); Unions; other Industry Bodies; General Public |
| Key Accountabilities: | |
| <ul style="list-style-type: none"> • Responsible as part of the OEUK Leadership Team for the strategic direction of the organisation, and delivery of the overall OEUK business plan objectives • Accountability for the overall engagement with key external stakeholders including Government Ministers, Government department officials, and other wider stakeholders. Define, implement and maintain an appropriate stakeholder management strategy, ensuring consistency of messaging so that key stakeholder interactions are proactively managed, monitored, reviewed and disseminated internally. • Accountable to develop and implement commercial strategies, identify new business opportunities to generate commercial revenue streams • Represent OEUK at key senior stakeholder engagements including the media, events, ministerial meetings, select committees and government select committees, and being able to represent the CEO in any or all of such engagements. • Accountability for the management of OEUK Events Team to deliver a range of events across the UK to engage with stakeholders and promote the sector and OEUK members. The ER Director has accountability for the generation of commercial income from these activities. • Accountability for the management of OEUK Membership Team. Ensure an effective Membership stakeholder account management structure and engagement plan. The organisation has a growing membership, the ER director is accountable for the delivery of strategic plans for continued membership growth. Accountable for engagement with key OEUK members both existing and future to support the members. • As part of the OEUK Leadership Team, responsible for the identification and of business development opportunities and commercial income streams for OEUK. • Manage, motivate, coach and develop the team to agreed organisational, team and individual objectives, developing a culture of continuous improvement and effective stakeholder management. | |
| Knowledge, Skills, Experience: (includes technical skills, professional qualifications and competencies) | |
| <ul style="list-style-type: none"> • Dynamic senior leader with demonstrable delivery as an effective networker and relationship manager with hands-on operational capabilities, as well as strategic thinking. Direct experience of the offshore energy sector preferred. • Track record in stakeholder engagement and communications, with sound business acumen and a practical, solutions-driven approach that understands and articulates the issues facing the industry, organisation and its members. | |

- Demonstrated experience in aspects of Corporate Communications, Government and Public Affairs and Media Relations.
- Demonstrated commercial acumen, ability to develop commercial strategies to generate income streams or the OEUK organisation and an understanding of the commercial landscape for offshore energy investment.
- Ability to operate at and represent OEUK at a variety of industry levels, up to and including main board and government ministerial level.
- Leader who exhibits excellent collaborative behaviours, motives and empowers the team, holding people accountable for performance and delivery, and ensures that the team work effectively with the wider OEUK organisation.
- Change facilitator who thinks innovatively and acts decisively, adapting positively to challenges.
- Demonstrable experience of working in partnership with and presenting to Board and senior management stakeholders within both the organisation and Member organisations.
- Skilled communicator, confident with media and an assured public speaker. Good digital and social media knowledge and understanding.
- Proven ability to deliver enhanced key messages across a wider audience and stakeholder group.
- Influential with Government agencies, industry leaders, functional forums and regulatory bodies, and ensure that members' interests are well represented. An existing network of stakeholder contacts is desired.
- Be comfortable operating in diverse, sensitive, and political environments so fundamental to success is an individual who has strong diplomatic skills.
- Strong advocacy skills are required, including influencing and negotiation, with the ability to challenge in a constructive and non-confrontational manner. Fundamental to success is an individual who has strong diplomatic skills and is operates successfully in diverse, sensitive, and political environments
- Role model who demonstrates high standards of ethics and professionalism, aligned to Company Values.