

Job Description

Post: Policy and Campaign Officer

Hours: 21 per week (permanent – subject to funding)

Salary: £27,214 – 29,130 (pro rata dependant on experience)

Flexible working - Monday - Thursday

Closing date: Sunday 16th August (5pm)



**Generations
Working
Together**

Introduction

This is an exciting time to join [Generations Working Together](#), Scotland's national centre of excellence for intergenerational practice. Later this year, we will welcome delegates from around the world to Glasgow for the [Global Intergenerational Congress](#). In 2027, we will celebrate our 20th year anniversary while continuing to expand [Global Intergenerational Week](#)— creating even greater opportunities to share learning, inspire innovation, and strengthen connections across generations worldwide.

By joining our team, you will contribute to a movement that strengthens connections between generations, challenges ageism, and supports communities to create meaningful intergenerational opportunities.

Background

Intergenerational practice brings together people from different generations intentionally to build meaningful, purposeful relationships. By creating regular opportunities for shared learning, creativity, and collaboration, intergenerational work helps break down barriers, reduce ageism, and strengthen community connections.

Generations Working Together supports this work across Scotland by delivering training, providing resources, running local and thematic networks, and developing pilot projects. We connect practitioners, volunteers, and organisations, helping them share skills, develop ideas, and create community-led solutions. Through this support, we promote trust, respect, and lasting relationships between generations.

Post overview:

The main purpose of this post is to support GWT to achieve our vision, mission and corporate aims, creating more opportunities for people of all ages to build intergenerational relationships. Key tasks will include influencing the policy and practices of key decision makers, politicians and stakeholders, developing impactful responses to consultations and compiling research and practice evidence, all of which will support the development of intergenerational work across Scotland. The successful candidate will also plan and lead on our annual awareness raising campaign, Global Intergenerational Week.

The post holder will report directly to the CEO and will be based in our Glasgow office (a hybrid form of working is available).

Responsibilities:

1. Lead on work to develop, support and build recognition from local and national government and civic organisations.

This will include activities such as:

- Represent GWT on advisory and workings groups with stakeholders (possibly as secretariat), such as Cross-Party Groups such as Older People Age & Ageing, Volunteering, Children & Young People, Disability etc.
- Investigate possibility of setting up a Cross-Party group on intergenerational work.
- Develop impactful responses to consultations and other policy initiatives relevant to intergenerational working.
- Influence the policy and practices of key decision makers and stakeholders, including Scottish Government, local authorities, public health agencies and third sector organisations.
- Develop lasting relationships with politicians and councillors to support GWT's strategic objectives.
- Compile research and practice evidence to support the development of intergenerational work across Scotland.
- Monitor political activity and share evidence-informed briefs with policymakers ahead of relevant debates and committee meetings.
- Organise parliamentary motions, exhibitions and receptions at strategic times to deliver on key policy objectives.

2. Contribute to the development, coordination and support of GWT campaigns and events.

This will include activities such as:

- Plan and lead Global Intergenerational Week (annually), coordinating representatives from 15+ countries in the successful delivery of an exciting and innovative intergenerational campaign each year.
- Coordinate and support one - two local intergenerational networks.
- Work closely with the Admin and Engagement Officers to ensure quality and timely sharing of key messages and event promotion.
- Support the delivery and promotion of GWT conferences, Global Intergenerational Week campaign and other events.

3. Collaborate with colleagues and members to ensure publications, training and learning materials are grounded in robust evidence and relevant lived experience.

This will include activities such as:

- Work closely with colleagues and network members to raise awareness of intergenerational practice, develop and promote best practice, policy positions and research.
- Support projects to raise awareness of their intergenerational work and its impact to local and national government and other organisations including Education Scotland, Care Inspectorate, YouthLink Scotland, VHS and NHS encouraging policy change.
- Increase [political engagement](#) with individuals and organisations to connect with elected representatives to raise awareness around the importance of intergenerational practice during key dates such as Global Intergenerational Week, International Day for Older people, Month of Community and Youth Work Week.
- Work closely with the Admin Officer and Engagement Officers to develop case studies which highlight different themes of intergenerational work showcasing good practice.
- Contribute to funding applications and reports, providing evidence-based research to support project proposals.
- Continue to develop GWT's existing suite of Factsheets/Policy Briefings to be shared with relevant stakeholders.
- Assist in the supervision and mentoring of interns/volunteers when appropriate.
- Any other duties that can be reasonably required in the performance of this role.

Personal Profile

Job Related Skills	Essential	Desirable
Educated to degree level in a relevant subject or equivalent professional experience.	√	
Previous experience in a similar role.		√
Experience of identifying, monitoring and evaluating policy issues, formulating policy responses and compiling evidence to support policy positions and initiatives.	√	
Knowledge and understanding of the Scottish Political system	√	
Understanding of relevant national and local government policies and ways of working.		√
Excellent interpersonal skills: an able communicator with the confidence to interact with civil servants, stakeholders and community groups.	√	
Excellent project/campaign management skills.		√
Knowledge and skills		
Highly computer literate, with a strong working knowledge of Microsoft Office, in particular Outlook, Word and Excel and online meeting software such as Zoom and Teams.	√	
Excellent written and oral communication skills with good attention to detail.	√	
Ability to develop evidence-based reports and present to a wide range of audiences in an effective and engaging manner.	√	
Awareness of health, social and economic inequalities	√	
Excellent social media skills		√
Collaboration and team working.	√	
Ability to work on own initiative with a high degree of autonomy	√	
Proof reading skills	√	
Personal Qualities		
Approachable & personable.	√	
Commitment to equalities and human rights.	√	
Flexibility to work irregular hours and undertake occasional overnight trips (with appropriate notice)	√	
An awareness of cultural differences		√
Flexibility to work in a small team and be able to take on additional tasks as required.	√	

Employee Benefits

- Enhanced Pension Contribution: 8%
- 37 days per annum (includes public holidays and a personal celebration day). An additional day will be awarded after each year of service up to a maximum of five.
- Training and development opportunities
- Flexible working options

Terms and conditions:

Hours of work: 21 per week

Salary: £27,214 – 29,130 (pro-rata dependant on experience)

Expenses: Travel and overnight expenses (if required) will be re-imbursed.

Location: The role will have flexible working options involving a mixture of office, home and remote working. The office is based at [Brunswick House](#), 51 Wilson Street, Glasgow, G1 1UZ.

Probationary period: six months

Notice period: Two full calendar months

Closing Date: Sunday 16th August 2026 (5pm)

Applications should be sent to [Alison Clyde](#) marked Confidential – Policy Officer Application.

Interviews are expected to take place in person on the afternoon of **Friday 21st August 2026** at Brunswick House, 51 Wilson Street, Glasgow, G1 1UZ. A short presentation will be requested at the interview, full details to be sent with interview invite.

Please note that feedback can only be provided to applicants who reach the interview stage.

