

Inline Policy – Associate Director, Washington DC

This is an opportunity to join Inline Policy, an exciting European public affairs consultancy where you will find a range of formidable clients and an ambitious and unique passion for cutting-edge tech and digital policy. If you have a track record of managing stakeholders in business and politics, providing the highest-quality client service and offering insight on political and regulatory issues, then come and join our team.

In this role you will focus on US federal political and regulatory affairs affecting our clients in the technology sector. Salary packages are competitive and comprise a mix of basic salary and performance-related bonus.

DAY-TO-DAY RESPONSIBILITIES INCLUDE:

- Developing and executing public affairs programmes for one of our European clients with US operations
- Delivering high-quality client services which exceed client expectations
- Designing new and innovative services for future clients
- Contributing to business development ideas and initiatives to grow our US offer
- Collaborating with our team's Policy Analysts and Associates to market Inline in the US

YOU WILL BE ABLE TO BENEFIT FROM:

- Competitive salary, commensurate with experience (range \$150,000 – \$200,000)
- A hybrid work model where you can work from home on Mondays and Fridays
- A generous vacation policy
- A work computer & help with home workstation set-up
- Use of a Washington DC workspace
- Staff training opportunities
- Other benefits depending on experience

WHO SHOULD APPLY?

This is a full-time role which will be suited to an ambitious US public affairs or policy professional with demonstrable knowledge and interest in digital/technology policy briefs, in particular those related to travel, online platforms, digital competition, data, taxation and payments.

We are looking for someone excited by the challenge of working in a small and growing company and comfortable working with considerable autonomy and flexibility as our US team develops further. The role will suit candidates who can successfully manage client accounts and leverage the work of our UK and EU teams to lead business development in the US.

CANDIDATES SHOULD POSSESS THE FOLLOWING:

- 10+ years professional experience; including within a political or policy-related field
- Demonstrable knowledge of digital/technology-related policy briefs and the US policy-making process
- Ability to anticipate client needs and proactively service them with innovative solutions
- Good connections within the US political and regulatory community, and/or with US tech companies

- An eye for business development and marketing opportunities
- The ability to develop relationships with clients and prospective clients
- Superior written English and communication skills
- A commitment to consistently producing work of the highest quality
- Integrity, honesty and a willingness to work hard

All candidates should be willing and able to operate under a strict budget, but with considerable autonomy.

All applicants must be eligible to live and work in the US and should be based in the Washington, DC area.

ABOUT INLINE

Inline is a pioneering political consultancy specialising in helping tech businesses engage with regulators and policymakers. We work with leading tech brands and successful scale-ups to help them influence regulatory decisions affecting their business, reputation and customers.

We are passionate about the policies arising from how technology is changing our economies and societies, and we believe technological innovation can be a force for good. Our team covers some of the most exciting policy areas and business sectors, including:

- Artificial intelligence and robotics
- Online platforms
- E-commerce
- The data economy
- The future of mobility
- Digital competition
- Cybersecurity
- Copyright
- Energy tech and the green economy
- Travel technology

You will join a friendly, close-knit and supportive work environment where we help each other out and inspire each other to get better every day. Our team come from a diverse range of backgrounds, and we strive to create equal opportunities for everyone. We work diligently to create a friendly working culture where all colleagues feel engaged, respected and valued.

NEXT STEPS

Please send us your CV and cover letter **via email only** to enquiries@inlinepolicy.com describing your motivation and suitability for this role (applications will be reviewed on a rolling basis).