

The logo for the Institute of Economic Affairs (iea) features a red dot above the lowercase letters 'iea' in a white serif font.

Institute of
Economic Affairs



Appointment of
Director of Research

September 2016



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Contents

Introduction	03
Executive summary	04
About us	05
What the IEA does	06
Our research	09
Governance and our senior team	10
Financial statements	13
Director of Research	14
Person specification	15
Appointment process and how to apply	16



Introduction

The Institute of Economic Affairs is a unique organisation looking for a unique and highly skilled individual to fill a unique and extremely challenging role. Our new Director of Research will need a truly exceptional grasp of economics and an ability to create, manage and execute an extensive programme of high level, as well as eclectic, research papers. They will display a flair for communicating and expressing complex concepts in an accessible and engaging fashion to a wide and diverse range of audiences. They will have the personality and management talents to lead a highly skilled in-house team.

They will also require great imagination and flexibility to be a major asset to the Institute across the totality of our work – which ranges from lectures to students, to national media appearances to building relationships with donors and supporters.

If you possess all – or even most – of these skills and are looking for a challenge of a lifetime, I hope you will consider applying to join the IEA as a very senior member of our growing, thriving and dynamic team.

Mark Littlewood

Director General, Institute of Economic Affairs



Executive summary

The Institute of Economic Affairs is the UK's oldest and largest free-market think-tank and is widely regarded, in the words of Andrew Marr, as "undoubtedly the most influential think-tank in modern British history".

The IEA's goal is to produce intellectually rigorous and academically grounded research in demonstration and application of the core conviction that free markets (associated with smaller government, lower taxes, and less regulation) represent (theoretically, empirically, and historically) the most compelling model and effective mechanism to solve economic and social problems. The IEA has published thirteen Nobel Prize winners, subjects its research to a demanding peer-review process and is entirely independent of party political affiliation and of government funding.

With a staff of around thirty – mostly young, often iconoclastic and always intellectually passionate about the promotion of economic freedom for the good of society – the IEA's activities revolve around two foci intended to change the climate of opinion in favour of free markets. First, it produces and publishes economic research with the utmost analytical rigour.

Secondly, it disseminates the substance of that research, articulated in around 40 publications each year, to academics, politicians, opinion-formers, students and the wider public. We do this via our regular and frequent presence in print and broadcast media throughout the UK, through a programme of conferences, debates, lectures, seminars and student outreach, and via our website and social media channels.

The IEA now seeks to appoint a Director of Research to succeed Professor Philip Booth who has provided outstanding leadership in the role for well over a decade. The Director of Research is primarily responsible for leading and overseeing the research and publication activity of the Institute, serving as intellectual authority, a generator of ideas, chief commissioning and executive editor, and the main contact for and convenor of the IEA's large and growing network of freedom-loving economists.

The Director may also be (as Philip Booth was) personally active as an author and in the IEA's programmes, events, and media work. S/he will, reporting to Mark Littlewood, the Director General, be a member of the IEA's senior leadership team.

About us

The IEA is the UK's original free-market think-tank, founded in 1955. Given the current economic challenges facing Britain and the wider global environment, it is more vital than ever that we promote the intellectual case for a free economy, low taxes, freedom in education, health and welfare and lower levels of regulation. We also challenge people to think about the correct role of institutions, property rights and the rule of law in creating a society that fosters innovation, entrepreneurship and the efficient use of environmental resources.

Our main aims are to promote learning by means of research into economics and politics and to improve public understanding of these issues. We bring our analyses to the public's attention through our various academic programmes and other activities, including:

- Publications;
- Print, broadcast and online media appearances;
- Student / teacher outreach;
- Lectures, conferences, seminars and special events;
- Digital communication via website, video and social media.

The IEA holds no corporate position, so among our staff, authors, fellows and spokespeople a wide range of views is represented. Nevertheless, all those associated with the Institute support free markets – though with different “schools” of free market economics being represented.

Those promoting the IEA's mission believe that society's problems and challenges are best dealt with by individuals, companies and voluntary associations interacting with each other freely without interference from politicians and the state. This means that government action, whether through taxes, regulation or the legal system, should be kept to a minimum. Our authors and speakers are therefore always on the look-out for ways of reducing the government's role in our lives and undertake rigorous analysis in order to demonstrate their case.

The IEA is an educational charity (No CC 235 351) and independent research institute limited by guarantee. Ideas and policies produced by the Institute are freely available from our website for any individual or organisation to adopt, but we do not “sell” policy. The Institute is entirely independent of any political party or group, and is entirely funded by voluntary donations from individuals, companies and foundations who want to support its work, plus income from book sales and conferences. It accepts no money from government.

Mission statement

The mission of the IEA is to improve understanding of the fundamental institutions of a free society by analysing and expounding the role of markets in solving economic and social problems.



What the IEA does

The analysis and communication of ideas form the core of the IEA's work. We produce reports, books and papers on all areas of economic policy, as well as a termly journal, *Economic Affairs*. Our policy experts frequently contribute to newspapers, broadcast media and websites to further the dissemination of free-market thinking.

We also hold an extensive series of conferences, seminars, lectures and working lunches (100 – 150 events a year) that bring together politicians, students, journalists, leading business figures, academics and others interested in public policy. A student outreach programme provides internships; resources for students and university societies; and a range of events for students and teachers.

In addition, our popular website is a valuable source of educational material and makes both classic economics texts and contemporary discussion freely available to scholars around the world.

Our activity can be grouped according to the following areas:

Research – We undertake research and produce around 40 high-quality publications each year, including policy papers and consultation responses, addressing some of the major policy challenges of our time. Our research is designed to reach a wide audience of policymakers and opinion formers who teach about or comment on economic matters.

Communications – We bring a free-market perspective to the political and economic arena through numerous interviews and appearances on TV and radio, online and in print. Each year we are featured more than 4,000 times in the media, in outlets across the world.

Events – We hold a wide range of events – over 100 per year – with speakers ranging from Nobel Laureates to journalists and politicians, encouraging people to engage in the debate around ideas and their consequences.

What the IEA does *continued*

Our events programme includes:

- Lectures;
- Debates;
- Seminars;
- Conferences;
- Book launches;
- Private events.

Students and teachers – We work with students and teachers, providing a wide range of resources and internships to equip tomorrow's leaders with a deep understanding of free market economics. Our aim is to change the climate of opinion in the long term and our work with students is a key part of this. Some of our student engagement activity includes:

- intern programmes involving around 200 students in 2016;
- Think Conference – more than 400 delegates in 2016;
- Freedom Week;
- Essay competitions;
- Half-day conferences for sixth form and A-level economics students held at schools throughout the country;
- EA Magazine – an educational, biannual magazine with a circulation approaching 25,000 per edition.

Digital media – digital channels, including our website, our blog and our social media channels. We also produce video content through ieaTV, a video-streaming service providing eight channels of interviews, opinions, free-market perspectives and more. From new films on the free-market masters – and scores of seminars and sessions – to information about our work, ieaTV provides a global platform for free-market views.

Collaboration – Our work is supported by an international network of leading academics and policy experts who undertake research for and speak on behalf of the Institute. Our Shadow Monetary Policy Committee is a prime example of how we bring together leading experts to tackle important issues of economic policy.

What the IEA does *continued*

Other projects

European Policy Information Center

The European Policy Information Center (EPICENTER) is an independent initiative of six leading think tanks from across the European Union. It seeks to inform the EU policy debate and promote the principles of a free society by bringing together the economic expertise of its members. EPICENTER is formed by Civismo (Spain), the Institut Economique Molinari (France), the Institute of Economic Affairs (UK), Istituto Bruno Leoni (Italy), the Lithuanian Free Market Institute and Timbro (Sweden). Like its members, EPICENTER is politically independent and does not accept taxpayer funding.

EPICENTER was launched in October of 2014. Since then, it has been active in the European policy debate, providing a free-market perspective on topics including the digital economy, trade policy, energy security and competition, financial regulation, free movement and welfare, and public health.

Paragon Initiative

The Paragon Initiative is the most comprehensive project ever undertaken by the IEA. This five-year programme provides a fundamental reassessment of what Government should – and shouldn't – do. It puts every area of government activity under the microscope and analyses the failure of current policies.

Drawing on best practice from around the world, it puts forward clear and considered solutions to the UK's problems. And it identifies the areas of Government activity that can be put back in the hands of individuals, families, civil society, local government, charities and the markets.

Through a comprehensive and compelling series of books, papers, films, events and more, The Paragon Initiative provides a clear vision of a new relationship between the state and society. And, ultimately, it will create a blueprint for a better, freer Britain.

Vinson Centre for the Study of Liberal Economics

The IEA and the University of Buckingham have jointly launched the Vinson Centre for the Study of Liberal Economics, thanks to a generous gift of £5.5 million by Lord Nigel Vinson. The gift will go toward construction of a dedicated building at the heart of the University of Buckingham – set to open in January 2018 – and toward endowing the centre's programming. This will be a dedicated centre for research and study reflecting the continuing ethos of liberal thinking for decades. In addition to research collaborations between the University and the IEA, the centre will be used by economics students, Research Fellows and for conferences and internships.

Our research

Above all, the IEA is known for the quality, accessibility and rigour of its research. We publish incisive economic analysis on a wide range of policy issues including education; energy and the environment; government and institutions; healthcare; housing and planning; the labour market; lifestyle economics; monetary policy; regulation; society and culture; tax and fiscal policy; trade, development and immigration; transport; and welfare. IEA publications also deal with wider issues such as economic theory, public choice economics, morality and the market, corruption and the legal foundations of the market economy.

As well as focusing on policy, some of our publications are designed to make accessible the great pioneers of free-market thought, for example our acclaimed primers on masters such as Adam Smith and Ludwig von Mises and our condensed version of *The Road to Serfdom*.

We produce our research in a range of formats. These include peer-reviewed monographs, policy papers, blog posts, video content including *ieaTV*, an educational magazine called *EA* and an academic journal. We also publish books in association with academic publishing houses.

One of the IEA's strengths is the wide network of outstanding authors and fellows connected to the organisation. This ensures the calibre of the research we publish is high, as well as being relevant to public policy debates. Our papers are read widely by academics, students, teachers, politicians, journalists and others involved in policy formation and debate. The approach of our authors is to bring economics to life in a style that does not compromise on rigour but which is comprehensible to the intelligent non-economist.

The IEA accepts no tied funding for its research and publications from corporations. The independence of the editorial process is also guaranteed by a blind peer review process. IEA books, monographs and Discussion Papers are blind peer reviewed by independent academics or other experts in the field. Exceptions are made in particular cases, for example, when lectures are published. Briefings and Current Controversies are only internally reviewed.

IEA monographs form our flagship series. They can be primers, policy studies, lectures or in-depth research into a particular area of economics. Some monographs are multi-authored. The main monograph series are called 'Hobart Paperbacks' and 'Readings in Political Economy'. In the past, the IEA also produced monographs called 'Research Monographs', 'Occasional Papers' and 'Readings'. Monographs have a high reputation for academic rigour combined with an accessible style. Amongst the thirteen Nobel Prize winners that have written for the IEA, ten of them have been authors of IEA monographs.

IEA Discussion Papers provide a short, but serious, analysis of current policy issues or issues of crucial importance in political and economic debate. Lectures are also published as Discussion Papers.

Briefings and Current Controversies are generally designed to provide briefings on important issues of current economic controversy. They are often produced rapidly, can be relatively brief and are not externally peer reviewed. Sometimes they provide a review of other published work on a topical subject.

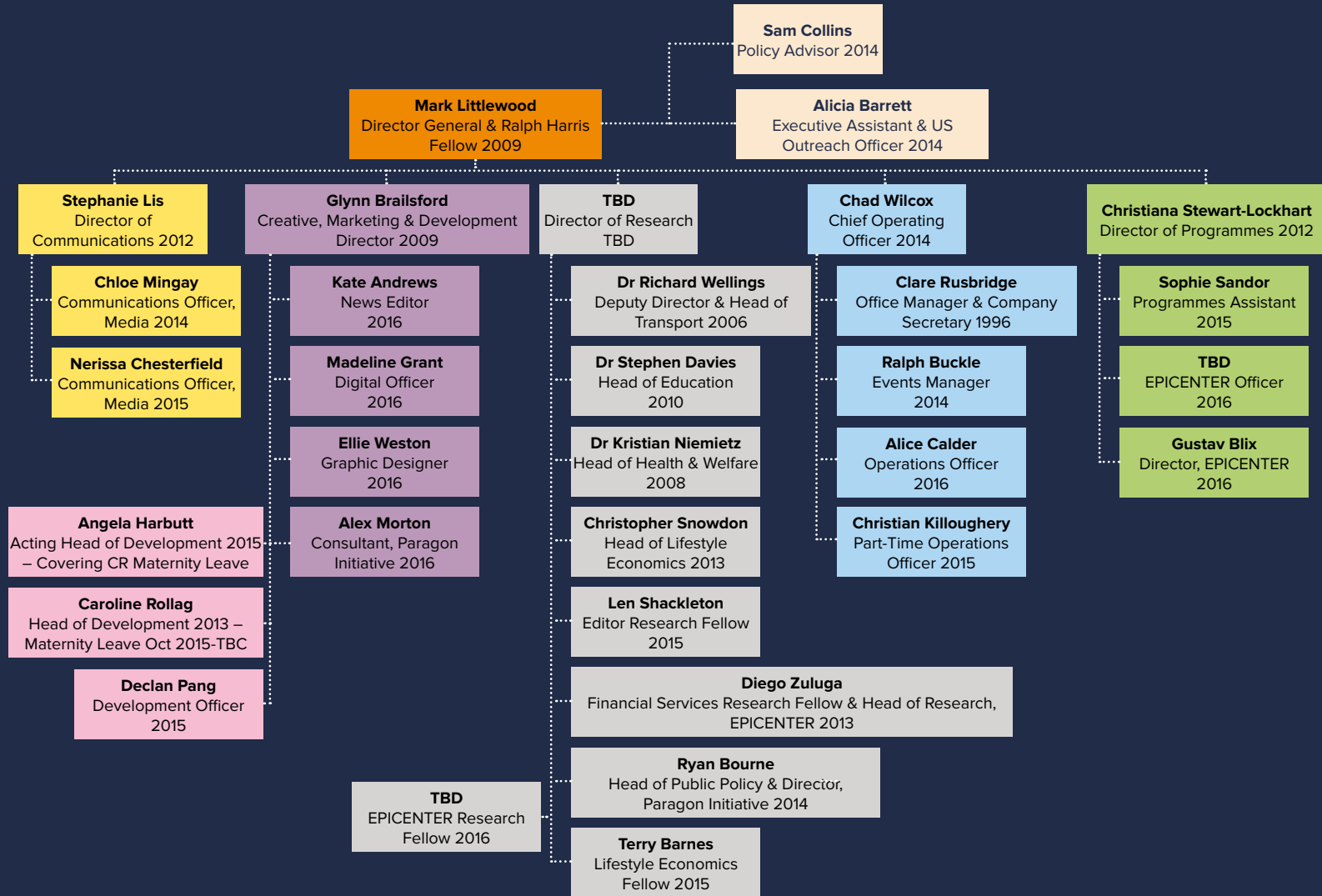


Governance and our senior team

The IEA is managed by its Director General, Mark Littlewood, who oversees all aspects of its affairs and is responsible for achieving its goals. He reports three times a year to the full Board of Trustees and more frequently to its Finance and General Purposes Committee, comprising the committee Chairman, Kevin Bell; the Chairman of the Board, Neil Record; the Treasurer, Robert Boyd; and Bruno Prior. These individuals also serve as the Audit Committee. Decisions about the level and mix of activities are made by the Trustees; about detailed day-to-day

operations by senior staff, sometimes with advice from the Finance and General Purposes Committee. Two of the Trustees, the Chairman of the Board, Neil Record, and the Chairman of the Finance and General Purposes Committee, Kevin Bell, form a sub-committee which reviews the Director General's performance annually. Three of the Trustees, the Chairman of the Board, Neil Record; Kevin Bell; and Linda Whetstone, together form a Nominations Committee which recommends potential Trustees to the full Board from time to time.

Organisation chart



Senior team

Mark Littlewood – Director General

Mark Littlewood is the Director General of the Institute of Economic Affairs and the IEA's Ralph Harris Fellow. Under his leadership, the IEA has continued to communicate the benefits of free markets to an even wider audience around the world. In 2014, Mark was ranked 38th on The Times' 'Right-wing Power List', and in 2011 was named 'Liberal Voice of the Year' by the Liberal Democrat Voice.

Mark frequently comments on political and economic issues on television and radio including BBC Question Time, Any Questions, Newsnight, Channel 4 News, Sky News, Radio 4's Today Programme and LBC. Prior to the IEA, Mark was Head of Media for the Liberal Democrats before going on to found Progressive Vision, a classical liberal think tank. Mark was educated at Balliol College, Oxford.

Chad Wilcox – Chief Operating Officer

Chad Wilcox joined the IEA as Chief Operating Officer in June 2014. Prior to joining the Institute, Chad spent nine years with the Institute for Humane Studies at George Mason University in Virginia. While there, Chad managed projects across a wide range of operational areas including information technology, human resources, program administration, external relations, and marketing.

Chad holds an MEd in organisational leadership and a BA in political science and economics, both from Vanderbilt University in his hometown of Nashville, Tennessee.

Glynn Brailsford – Director of Creative, Marketing and Development

Glynn Brailsford is the IEA's Creative Director. He was formerly CEO of Los Angeles-based PROMAX&BDA, a not-for-profit association for marketing and design

executives in television. Before that, he was a multi-award winning Creative Director for Channel 5, Discovery, Nickelodeon and Yorkshire Television, where he launched some of Britain's most successful programmes.

He started out in print journalism before moving into radio and TV, where he produced programmes in news, sport, entertainment and politics.

Stephanie Lis – Director of Communications

Stephanie Lis leads on the IEA's press-related issues and enquiries, as well as outreach across the political spectrum. Stephanie joined the IEA in July 2012 as Communications Officer before becoming Head of Communications 16 months later. She previously worked as Campaign Manager at The Freedom Association where her focus was on civil liberties and the European Union. She studied history at the University of Nottingham and then went on to obtain an MSc in History and International Relations from the London School of Economics. Stephanie comments on local and national media, and has appeared on Sky News, BBC News, Five Live and LBC.

Christina Stewart-Lockhart – Director of Programmes

Christiana Stewart-Lockhart is Director of Programmes at the Institute of Economic Affairs, where she oversees all educational and international outreach. She previously worked as the Events Manager at a foreign policy think tank, where she ran over 100 events a year. In addition, she has worked to establish an extensive student network across the UK. She was previously Deputy Editor of Freedom Today and has contributed articles to The Commentator and Conservative Home. She has a BA in Politics from the University of York, where she was Vice Chair of the student Freedom Society.

Financial statements

Please see below a summary of the IEA's consolidated income and expenditure account for the year ended 31 December 2015:

	Unrestricted funds £000	Restricted funds £000	Endowment funds £000	Total 2015 £000	Total 2014 £000
INCOME FROM:					
Donations	904	638	-	1,542	1,763
Charitable Activities:					
Publications and Subscriptions	26	-	-	26	22
Events	53	-	-	53	58
Other Trading Activities	18	-	-	18	13
Investments:					
Dividends receivable	-	6	38	44	50
Interest receivable	1	-	9	10	16
TOTAL	1,002	644	47	1,693	1,922
EXPENDITURE ON:					
Raising Funds:					
Fundraising and subscriber support	201	-	-	201	195
Charitable activities:					
Academic programme:					
Publications	346	464	-	810	886
Student/Teacher outreach	189	235	-	424	554
Events	340	77	-	417	539
Communications	214	66	-	280	243
TOTAL	1,290	842	-	2,132	2,417
Net Gains/(Losses) on Investments:					
Realised gains on disposals	124	57	107	288	17
Unrealised (losses)/gains	-	(43)	(64)	(107)	152
NET INCOME/(EXPENDITURE)	(164)	(184)	90	(258)	(326)
Gross transfers between funds	200	-	(200)	-	-
NET MOVEMENT IN FUNDS	36	(184)	(110)	(258)	(326)
RECONCILIATION OF FUNDS:					
TOTAL FUNDS BROUGHT FORWARD	844	658	2,599	4,101	4,427
TOTAL FUNDS CARRIED FORWARD	880	474	2,489	3,843	4,101

Director of Research

Background

Professor Philip Booth has been with the IEA and responsible for research and publications since 2002. He is stepping down from the position in order to develop his work as full Professor at St Mary's University, Twickenham, although he will continue to be involved with the IEA.

In addition to his work overseeing research and publications, Philip has contributed through personal authorship of many publications, through direct involvement in the IEA's media work, events and programmes, and as a recognised and senior leader of the organisation, working closely with successive Directors.

The leadership of the IEA, recognising that Philip's contribution was multi-faceted and was broader than the specific remit relating to research and publications, is willing to consider appointing from a range of profiles and this is reflected in the job description and person specification below.

The IEA now seeks to appoint a Director of Research to succeed Professor Booth who has provided outstanding leadership in the role for well over a decade. The Director of Research is primarily responsible for leading and overseeing the research and publication activity of the Institute, managing the in-house research team of eight colleagues and serving as intellectual authority, a generator of ideas, chief commissioning and executive editor, and the main contact for and convenor of the IEA's large and growing network of freedom-loving economists.

Job description

The Director of Research reports to the Director General of the IEA and is responsible for overseeing the research and publication activity of the IEA which will include:

- Leading the identification of future research topics and ensuring that the publication timetable (and the mix) of these research topics is effectively managed;
- Determining, in consultation with others, the most appropriate medium and genre for the publication and promotion of work in a given area;
- Engaging, commissioning, and overseeing authors for the Institute's research publications;
- Building and maintaining the network of such potential authors and working closely with the Academic Advisory Council in this;
- Overseeing and managing the in-house research team at the IEA;
- Ensuring that the Institute's research is produced in line with the highest standards of intellectual honesty, research ethics, and academic convention;
- Serving as chief overseeing editor of the IEA's publications and ensuring that all publication work is executed in a thoroughly professional manner;
- Working closely with those responsible at the Institute for events, programmes, outreach, and media work so that the academically-grounded and intellectually rigorous research activity which is at the heart of the IEA's mission is optimally articulated and disseminated;
- As described above, undertaking other duties, as determined by the Board and the Director General, according to the appointee's skills and prior experience and the Institute's needs.

Person specification

As described above, the leadership of the IEA is open to appointing candidates from a range of professional backgrounds and with a range of potential contributions. The following qualifications, experience, skills and attributes are sought in candidates:

Essential

- Enthusiasm for the mission of the IEA with a fundamental commitment to the power of free markets to solve economic and social problems;
- Deep, wide-ranging, academically well-grounded knowledge of economics;
- Intellectual breadth and depth, analytical rigour, and commitment to the highest (ethical, intellectual, and procedural) standards of academic research activity;
- Experience of (or ability very swiftly to acquire a thorough understanding of) research publication processes (including peer-review processes);
- Ability in – and enthusiasm for – building and maintaining effective and wide-ranging relationships including, amongst others, those with staff colleagues in the IEA, the Board, the Academic Advisory Council, academic networks and institutions, publishers, the media, and other think tanks;
- Organisational skills to handle a diverse and demanding portfolio of responsibilities;
- Managerial skills to oversee the in-house research team and, as appropriate, in a wider managerial role within the Institute;
- Strategic skills relating both to such wider leadership role as may be taken up within the IEA and also to the intellectual ‘horizon-scanning’ and determination of research and publication priorities which are at the heart of the role;
- Outstanding written English ability;
- A personal style and mode of operation which is open, positive, and creative, which welcomes debate, and which expresses both the optimism and calmness of those convinced that they are on the ‘winning’ side in intellectual debates about how a well-ordered society should function.

Desirable/of interest

- Experience of media work;
- Possession of an existing network of free-market oriented economists and commentators, particularly in the academy;
- Experience and a record of achievement (particularly research outputs) in a conventional academic setting;
- Familiarity with, enthusiasm for, and perhaps a profile on various social media;
- Authority in a particular policy/sectoral area of interest and expertise (alongside breadth of interest and understanding);
- Experience of and a record of achievement in a think tank/policy institute setting.

Appointment process and how to apply

An executive search exercise is being undertaken by Perrett Laver. Perrett Laver will support the IEA in helping to identify the widest possible field of qualified candidates and assisting in the assessment of candidates against the requirements for the role. For informal enquiries about the role, please contact Perrett Laver either via email at IEA-DR@perrettlaver.com or by phone on +44 (0) 20 7340 6229.

Applications should consist of a full CV detailing your qualifications, full employment history, latest remuneration and relevant achievements and should be accompanied by a covering letter describing briefly your suitability for the role, why the appointment is of interest and what you believe you can bring to the role. These can be uploaded at www.perrettlaver.com/candidates quoting the reference number **2696**.

The closing date for applications is **09.00 BST on Thursday 27th October 2016**.

Longlisted candidates will be invited to meet face to face or by video-skype with Perrett Laver throughout early November. Initially shortlisted candidates will be invited to have preliminary interactions with the IEA, culminating in final interviews in the week commencing 5th December.



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