



The IEA is looking to recruit a new Academic and Research Director (A&RD) following Syed Kamall’s elevation to the House of Lords.*

The A&RD role broadly covers three areas of work and activity. Ideally, we are looking for a candidate who is exceptional in all of these areas. We are, however, open to the possibility of a more flexible recruitment approach. We appreciate that the role is highly specialised and requires an unusual and diverse range of skills, talents and experience.

A number of the key areas of work listed below are, at least to some degree, carried out not only by the current A&RD but also by various members of the current IEA staff. We can easily imagine a scenario in which we recruit an individual to undertake large parts of the role outlined below while repurposing or refocusing some of the present IEA staff to take on responsibilities for other areas.

To that end, we welcome applications from candidates who believe they have exceptional ability in one or more of the areas outlined below, but we would consider outstanding ability in the first area – research – to be a prerequisite.

**By agreeing to take a party whip, Syed is unable to remain in overall charge of the research programme of the IEA, since we are an independent think tank. Until a successor is appointed, he will continue to be the IEA’s Acting Academic & Research Director.*

THE THREE AREAS

RESEARCH

The IEA produces approximately 1m words of research each year in the fields of economics and political economy. IEA publications vary from full length books, with a gestation period of as long as two years, to short briefing papers which may be turned around in a matter of weeks or even days.

The A&RD oversees and runs this entire research programme. This includes topic selection, commissioning authors (both internal and external), managing the refereeing process to maintain the high quality of IEA publications, ultimate responsibility for the editing process and ensuring the publications are delivered on time and have meaningful impact on key target audiences.

The creation and maintenance of a 'research pipeline' is the cornerstone of the A&RD's work. The IEA covers a vast range of policy areas in its research output as well as producing numerous publications on the foundational principles of a free society. The A&RD therefore needs to have policy knowledge - and an appreciation of the economic literature – which is both wide and deep.

Alongside this, the A&RD will need to have – or swiftly build – access to a network of outstanding free market scholars and academics from across the globe who can contribute to the IEA's research output.

The A&RD will also need the personality, leadership and management skills to motivate and encourage these scholars, whilst also having the strength to cancel or radically rework material which does not meet the IEA's threshold for high quality academic work.

OUTREACH

The A&RD is not merely the driving editorial force of our research programme, but also a leading public spokesperson for the Institute. This involves representing the IEA in numerous arenas and requires the ability to present free market ideas and concepts in a compelling and persuasive fashion to a wide range of audiences.

Examples include – but are not limited to – presenting at the IEA's schools conferences programme; speaking at student conferences and seminars; mentoring and tutoring IEA interns; participating in and leading substantial parts of the IEA's online broadcasting offering; chairing and participating in IEA public and private events; speaking at external events and conferences as a representative of the IEA; providing oral evidence to Parliamentary select committees; briefing civil servants, policy advisers and politicians; participating in and leading academic seminars and symposia; acting as an IEA spokesperson on television and radio; briefing journalists and commentators; writing op-ed pieces for newspapers and online media platforms; providing quotes and analysis for IEA press releases.

MANAGEMENT

The A&RD is not only the IEA's effective editor-in-chief and a leading spokesperson for the Institute, but also a key member of the IEA's executive leadership team.

The A&RD manages the IEA's largest single team, which includes not only the Institute's in-house research team but – as presently constructed – the IEA Programmes Team, which is responsible for outreach to students, teachers and international audiences. Deploying, motivating, encouraging and assisting these staff members is a core function of the role.

Additionally, the A&RD is expected to contribute to the wider strategy and efficient running of the Institute. This includes a seat at the IEA's Board of Trustees meetings, which occur three times a year, and the management of the IEA's Academic and Advisory Council, which meets annually.

Being able to work constructively with other departments and department heads (in Development/Fundraising; Communications; Operations) is a necessary and important part of the job. The A&RD is expected to contribute to all areas of the IEA's work, not just the academic research and outreach. A very close working relationship with the Director General in helping to set the IEA's overall strategy and direction is vital. Excellent inter-personal skills are a prerequisite.

The A&RD is directly responsible for a substantial proportion of the IEA's discretionary budget. Impressive organisational, administrative and financial management skills are therefore expected in the role. The A&RD needs to be a natural 'completer finisher', not merely an excellent thinker and erudite advocate.

TERMS AND CONDITIONS

The IEA pays competitive and attractive salaries to its senior staff compared with the think tank and academic sectors – but not, in truth, as generous as a successful candidate for the A&RD role could likely earn in private consultancy. The IEA will take a flexible approach to remuneration for this role – suitably reflecting the expertise and experience of the successful candidate.

The operating assumption is that the role is full time, but this too is negotiable. The current A&RD is employed for four days a week, as was one of his recent predecessors. We would imagine it unlikely that the job could be done in fewer than four days a week, unless – as outlined at the outset - some sort of job share or re-designation of parts of the role to a range of other IEA staff were to be considered.

The IEA offers its staff private medical insurance, life insurance, critical illness coverage and a contributory pension option. Annual leave entitlement is twenty-five days a year in addition to public holidays.

Applications should consist of a covering letter and an up-to-date CV and two professional referees who can be approached upon an offer being made. Applications can be sent via email to amayer@iea.org.uk or posted to Andy Mayer, Chief Operating Officer, IEA, 2 Lord North Street, London SW1P 3LB. Email preferred. **Due to government lockdown restrictions, the deadline for applications has been extended to 5pm on 7th May 2021.**

We would ideally endeavour to conduct face-to-face interviews in London with shortlisted candidates shortly after this deadline, but this is dependent on lockdown restrictions.

Mark Littlewood
Director General
IEA