

STEPHEN MORGAN MP



HOUSE OF COMMONS
LONDON SW1A 0AA

Job title	Senior Parliamentary Researcher
Working for	Stephen Morgan MP
Location	House of Commons, Westminster and occasionally at the constituency office at 72 Albert Road, Southsea
Salary range	(In line with IPSA pay scales) £36,575 - £53,630
Hours	Full-time. Occasional evening or weekend work may be required

Job details

The Senior Parliamentary Researcher leads high quality work for Stephen Morgan MP in his Shadow Ministerial brief and delivers action on constituency priorities in Parliament. The role line manages the rest of the parliamentary team and is responsible for their day-to-day work as well as training and development.

Key responsibilities

- Develop and lead high quality work for the MP in the Shadow Ministerial brief.
- Deliver action on the MP's constituency priorities in Parliament.
- Undertake research, from primary and secondary sources, on complex subjects and synthesize into briefing, policy advice or political interventions.
- Draft parliamentary questions, speeches and briefings.
- Proactively engage the national, regional and local media on work in Parliament or the Shadow Ministerial brief and support reactively handling of enquiries from the media as well as briefing when required.
- Lead the Shadow Minister's approach to legislation in the brief, debates, statements and UQs.
- Provide high quality and discreet political advice to help the MP navigate political challenges and engagement with key stakeholders.

Member of Parliament for Portsmouth South

020 7219 3906 | stephen.morgan.mp@parliament.uk | [@StephenMorganMP](https://www.facebook.com/StephenMorganMP)



- Draft and place local and national media interventions, including press releases and op-eds.
- Review, and on occasion, sign off communications content produce by other members of parliamentary team.
- Monitor legislation, Hansard, petitions, debates, etc for opportunities to support the MP with his work and delivery for constituents.
- Respond effectively and courteously to all contacts from constituents, media, MPs, lobbyists and pressure groups on a wide range of topics.
- Line management of the Parliamentary team, responsible for the day-to-day supervision of the Parliamentary Assistant, Project Officer and Office Coordinator, as well as coordination of work programmes and training.
- Help maintain social media presence including Facebook, Twitter and other platforms and updates to the website on a regular basis.
- Build a strong relationship with the constituency team and progress casework and policy work through liaison with local and national bodies, government agencies and others.
- Assist with office and team management, including liaison with House of Commons authorities where necessary.

Ideal candidate

We are looking for a candidate who will:

- Have excellent research analysis and writing skills and acute attention to detail
- Demonstrate good communication and people skills and a working knowledge of social media
- Have strong organisational research skills, good time management and able to produce high quality work under pressure
- Have a working knowledge of standard office practices and computer packages
- Be sympathetic to the aims and objectives of the Labour Party and be politically aware
- Offer previous experience of working in Parliament would be beneficial.

STEPHEN MORGAN MP



Further details

Based Westminster with occasional travel to Portsmouth.

Upon appointment you will be required to comply with the Baseline Personnel Security Standard, undertaken by the Members' Staff Verification Office (MSVO).

See [Members' Staff Verification Office \(MSVO\)](#) page for further info. MPs generally pay staff in accordance with [IPSA guidelines](#).

Website

www.stephenmorgan.org.uk

Member of Parliament for Portsmouth South

020 7219 3906 | stephen.morgan.mp@parliament.uk | [@StephenMorganMP](https://twitter.com/StephenMorganMP)