

PRINCIPAL, CAPITAL  
MARKETS AND WHOLESAL  
JOB DESCRIPTION



The communications and  
advocacy headhunter

# PRINCIPAL, CAPITAL MARKETS & WHOLESALE JOB DESCRIPTION



1. THE ORGANISATION
2. JOB PURPOSE
3. KEY RESPONSIBILITIES
4. SKILLS AND COMPETENCIES
5. IDEAL CANDIDATE
6. WHAT WE OFFER
7. NEXT STEPS

## The Role

### Title

Principal, Capital Markets & Wholesale

### Organisation

UK Finance

### Location

London

### Salary

£Competitive

### Reporting Line

Director, Capital Markets & Wholesale



BREXIT



CAPITAL MARKETS  
AND WHOLESALE



CARDS



COMMERCIAL  
FINANCE



DIGITAL, TECH AND  
CYBER



ECONOMIC CRIME



FINANCIAL AND  
RISK POLICY



INVOICE FINANCE  
AND ASSET BASED  
LENDING (IFABL)



MORTGAGES



PAYMENTS



PERSONAL FINANCE



SANCTIONS

# PRINCIPAL, CAPITAL MARKETS & WHOLESALE THE ORGANISATION



## About UK Finance

UK Finance is the collective voice for the banking and finance industry. Representing more than 250 firms across the industry, we act to enhance competitiveness, support customers and facilitate innovation.

We work for and on behalf of our members to promote a safe, transparent and innovative banking and finance industry. We offer research, policy expertise, thought leadership and advocacy in support of our work. We provide a single voice for a diverse and competitive industry. Our operational activity enhances members' own services in situations where collective industry action adds value.

## Our purpose

To champion a thriving banking and finance industry, acting always in the best interests of consumers, businesses and wider society.

## Our values

- Integrity:** We act transparently and ethically for the good of our members as well as their customers and wider society. We seek to enhance trust in the banking and finance industry.
- Excellence:** We lead from the front as a beacon of quality, inspiration and best practice.
- Leadership:** We are proactive and innovative in helping to shape tomorrow's banking and finance landscape.

# PRINCIPAL, CAPITAL MARKETS & WHOLESAL JOB PURPOSE



To ensure the legal and regulatory regimes underpinning capital markets activity in the UK are geared towards driving a competitive, efficient, sustainable and innovative marketplace.

We are seeking a senior and established markets expert to join our team and be a key lead on matters largely pertaining to secondary markets regulation - primarily UK MiFID. The role is likely to evolve over time to match industry and government priorities in financial services regulation relating to capital markets and international banking.

The core responsibilities of this role are to lead and support the development and delivery of UK Finance policy positions, advocacy strategies and member management with respect to key areas for which the Capital Markets and Wholesale team is responsible for.

This post-holder will be required to coordinate effective stakeholder engagement

and client management with our members, UK regulatory authorities, HM Treasury and other key government departments, other trade associations and other relevant stakeholders. They must be able to identify and analyse relevant issues, develop technical policy positions, write effective policy papers, briefings and consultations responses to articulate these positions and work with colleagues to develop and deliver on a strategic advocacy plan that will achieve member's objectives.

The post-holder will be expected to be an excellent communicator capable of leading in-depth member discussions on policy and/or technical issues in working groups and committees and will be required to draft and deliver detailed policy papers and presentations. It is also expected that the post holder will represent UK Finance at senior meetings and forums and will be responsible for cultivating productive member and regulatory relationships in the UK

# PRINCIPAL, CAPITAL MARKETS & WHOLESALE KEY RESPONSIBILITIES



This role will be a core part of the capital markets and wholesale team reporting to the Director of Capital Markets and Wholesale. The team is made up of one other principal, a manager and two analysts.

Each member of the team will have individual responsibilities and be required to work in a project and team environment, to support each other and work collaboratively across the organisation to deliver UK Finance member objectives.

- **Adaptability:** This is a dynamic area of policy and regulatory development, so adaptability of responsibilities will be needed to ensure alignment with evolving industry priorities arising from government and regulatory agendas. However, it is envisaged that for at least the first 12 months of this role the primary tasks of the postholder will include the areas set out below.
- **UK MiFID:** Leading and working with key committees to develop and evolve policy positions on key matters of importance within the realm of UK MiFID, including but not limited to equities, fixed income, derivatives, transparency, investor protection. Harnessing their knowledge of the UK MiFID framework across all components to guide technical discussions amongst our member firms.
- **Engage key stakeholder:** Engaging with HM Treasury and regulatory authorities on matters pertaining to UK MiFID and other key markets related dossiers.
- **Consultations:** Leading consultation responses in relation to new policy, regulatory guidance and new legislation, as required. This will include both analysis and drafting.
- **Support:** Support the director for capital markets and wholesale for delivery of internal responsibilities.
- **Regulatory reform:** Assisting with other post-Brexit capital markets reform initiatives being driven by UK authorities. For example, this could include providing technical input on cross-cutting projects or policy developments relating to primary, secondary and / or post-trade related initiatives.
- **Thought pieces:** Lead development and delivery of thought pieces and working papers on the key areas and themes mentioned in this note.
- **Effective advocate:** Be an effective advocate seeking to influence industry stakeholders (e.g. politicians, regulators, and other associations)
- **Distilling the complex:** Prepare industry positions for speeches, briefings and conference presentations ensuring that complex messages are conveyed succinctly and effectively.
- **Collaboration:** Coordinate closely with other UK Finance teams involved in cross-cutting policy areas, for example around sustainable finance or resilience matters.
- **Relationship management:** Develop and maintain relationships with our members.
- **Role model:** Act as a role model for the Company's vision and values.
- **Management:** Line management responsibility may be part of this role. Any other task that may reasonably be required. You may be required to travel abroad periodically.

# PRINCIPAL, CAPITAL MARKETS & WHOLESALE SKILLS AND COMPETENCIES



- Broad knowledge of capital markets regulation – rules and regulations underpinning primary and secondary markets and the post-trade space.
- Detailed technical understanding of the MiFID regime and market it regulates.
- Experience in managing and executing a policy objective from end to end (developing policy, identifying key stakeholders, development of engagement plan and delivery).
- Experience of working effectively with a non-executive Board or committee(s), including committee secretariat and minute taking.
- Capable of acting as a subject matter expert and credibly representing UK Finance externally with speeches, conference panels, Chatham House discussions and the media.
- Good team, organisational, project management and delivery skills.
- Excellent interpersonal and communication skills, together with the ability to effectively manage diverse stakeholder relationships.
- Ability to think strategically and to work independently.
- Adaptable and able to quickly pick up new issues.
- Excellent written (drafting and blogging) and verbal communication skills vis a vis senior industry and public-sector representatives.
- Strong presentation skills are essential.
- Ability to direct resource accordingly and deliver excellent outcomes in a timely and agile fashion.



# PRINCIPAL, CAPITAL MARKETS & WHOLESALE IDEAL CANDIDATE



What we're ideally looking for

- Determined, enthusiastic and proactive 'can do' attitude is essential.
- Previous substantial financial services experience such as banking, investment management, markets, or advising listed companies or working within a Government Department or regulatory or public body or an organisation dealing with firms in this space (e.g. the Bank of England, HM Treasury, the FCA and other Trade Associations).
- A team player with a keenness to apply your skillset and develop a role in a fast-moving policy environment.
- Adaptability and amending objectives and responsibilities
- Strong writing skills and attention to detail, with the ability to hit deadlines and deliver to the highest standards.
- Results orientated, you will have proven experience of delivering large scale projects with key internal and external stakeholders.
- Excellent time management skills and ability to juggle multiple tasks simultaneously.
- 'Service' mentality – going above and beyond for team members, colleagues and members.



# PRINCIPAL, CAPITAL MARKETS & WHOLESALE WHAT WE OFFER



## What we offer you:

- A supportive, collegiate work environment within a high profile and well-respected member organisation.
- Discretionary bonus and 12 per cent pension contributions.
- 30 days annual leave (+ 8 days bank holiday).
- Developmental support with on-the-job and external training available, dependent on business need and individual requirements.
- Up to £500 contribution for annual gym membership or alternative exercise plan. Our building also offers a space to keep your bike, lockers and showers.
- Social committee that organises regular events and fundraises for our charity of the year.



# PRINCIPAL, CAPITAL MARKETS & WHOLESAL NEXT STEPS



Ellwood Atfield recruits for organisations that are seeking to influence their external environments.

We are specialist headhunters recruiting within policy, communications, public affairs, corporate affairs, sustainability, policy, regulatory, and media audiences.

Following interviews with Ellwood Atfield, successful candidates will be invited for interviews with UK Finance.

Please contact Geraldine Hetherington for an initial discussion and to apply for the role.



**Geraldine Hetherington** leads the Permanent Practice, recruiting Directors of Communications, Policy and Public Affairs for clients such as The King's Fund, The Francis Crick Institute, Bayer, Sanofi, Roche, UK Finance, the PLSA.

After practising as a solicitor, Geraldine spent 16 years headhunting, much of it working with senior in-house counsel roles. Geraldine was the Chief Operating Officer of Hudson Global, Inc. in the UK and the former HR Director of Monster and TMP.

Mobile: 07540 726238

Email: [Geraldine.h@ellwoodatfield.com](mailto:Geraldine.h@ellwoodatfield.com)



**Gavin Ellwood** has over twenty years' recruitment experience. He leads the Association Practice, a full-service team of recruiters and headhunters for national, European and international representative and membership organisations.

He specialises in the appointment of senior public affairs and public policy experts, advising the boards of businesses.

Gavin is also a Court member of the City of London's Company of Public Relations Practitioners.



The communications and advocacy headhunter

Ellwood Atfield  
34 Smith Square, London SW1P 3HL T:  
+44 (0)20 7340 6480

[www.ellwoodatfield.com](http://www.ellwoodatfield.com)

Brussels • London • Geneva • Washington • Sydney