Job Description: (Senior) Policy Programme Manager, (UK Sustainable Finance Policy)

Place of work: Central London / hybrid
Time: 5 days/week – full time
Contract Length: 12-month fixed term, with possible extension
Starting date: As soon as possible
Salary: Competitive plus benefits, depending on experience

About IIGCC
IIGCC brings the investment community together to work towards a net zero and climate resilient future. We create change the world needs by unlocking investor action on climate change.

Our work supports investors in generating returns for clients and beneficiaries, which in turn provides financial wellbeing for future generations. We work with our members to address climate risk and ensure they are well positioned to make the most of investment opportunities offered by climate mitigation and adaptation efforts, ensuring that their investments contribute towards a better world for us all to live in.

Our team collaborates with investors to create practical solutions that can make a real difference in tackling climate change – facilitating investment practices, policies and corporate behaviours that have real impact and deliver change that the world needs.

Within IIGCC, the Policy Programme seeks to ensure the investor perspective is at the heart of the conversation on climate change policy in support of a low carbon, climate resilient world. Ensuring the right policy frameworks are in place to unlock investment opportunities and scale up flows of low carbon finance is essential to addressing climate change.

For more information visit www.iigcc.org and @iigccnews.

The Role
IIGCC’s Policy team is looking for a motivated team player to lead our UK policy advocacy and engagement, focusing on a range of sustainable finance and sectoral/real economy issues.

As a small team we work flexibly across the geographies we cover so you will also provide ad hoc support to our global and EU policy work. This will help to ensure a joined-up approach across the Policy Programme, for example by advocating for consistent sustainable finance regulation across jurisdictions and building out links between real economy and sustainable finance policy issues.
You will play a key role in the Programme’s governance and strategy development and can help to shape the future evolution of the team in an exciting growth period for IIGCC and the Policy Programme. You will have regular contact with our investor members, partner organisations through our joint advocacy activities, as well as other key stakeholders, including UK policymakers, financial regulators, civil society and businesses.

*Dependent on skills and experience, the hire can be made at either Senior Programme Manager Level, reporting the Policy Programme Director or at Programme Manager level, reporting to the Senior Programme Manager for Sustainable Finance.*

While this role is initially offered on a fixed term basis for 12 months, we hope that the contract can be extended, subject to resources.

**Main responsibilities**
The work will comprise the following core activities:

**Lead IIGCC’s work on UK sustainable finance policy:**

– Develop IIGCC’s strategy for influencing climate and sustainable finance policy in the UK following the General Election.

– Act as a subject matter expert, providing technical input into the development of policy positioning, identifying and engaging on policies that are most likely to impact our members, and supporting members with the implementation of regulatory requirements.

– Convene IIGCC’s members to foster consensus positions and advocate for ambitious and credible outcomes across key legislative initiatives, including to find ways to strengthen the links between sectoral and sustainable finance policy initiatives in the UK.

– Lead our proactive and reactive interventions on UK policy initiatives and announcements, including being the lead author on consultation responses, letters to government and regulators, position papers and thought leadership pieces.

**Represent IIGCC in working groups and external initiatives:**

– Manage and coordinate the activities and meetings of IIGCC’s UK Policy Working Group, in collaboration with investor co-chairs.

– Represent and lead IIGCC in interactions with UK policymakers, regulators, and other key stakeholders.

– Represent IIGCC in public speaking opportunities where appropriate.

**Cross-cutting work across the policy team and organisation:**
− Work with the EU policy leads to assess alignment of UK policies and regulations with wider national, regional and global policy frameworks.

− Support the policy team and wider IIGCC colleagues with fundraising activities.

− Work with staff across all three IIGCC programmes to promote a joined-up approach to policy work which accounts for investors’ portfolio alignment activities, engagement with companies, and sector decarbonisation.

− Work with the communications team to develop new policy content and insights for our member newsletter, social media and other relevant media.

− Provide ad hoc support and advice to the IIGCC CEO and Board as required, with the oversight of the Policy Programme Director. Deputise for the Policy Programme Director on calls and in meetings with stakeholders as required.

Skills and capabilities

Essential

− Experience working directly in a policy, consulting or regulatory-focused role, ideally focused on climate change and/or sustainable finance issues.

− Solid knowledge or experience of the UK policy environment and decision-making processes, including how governmental departments and/or regulators operate.

− Experience carrying out policy research, analysis and providing recommendations on often technical areas, and formulating positions based on this analysis, preferably in the context of climate and/or sustainable finance policy/regulatory issues

− Strong organisational skills, with experience of leading a workstream and delivering through others. Ability to manage competing priorities and prioritise effectively.

− Excellent written and oral communication skills – the ability to succinctly convey complex information to senior stakeholders.

− Motivated, flexible and positive team player with a ‘can do’ attitude.

− Strong ability to successfully manage internal and external stakeholders, including in circumstances where they may have differing views.

− Fluency in English language and competency in routine IT tools including Microsoft Office.

Desirable

− Experience working in, or engaging with, one or more of:
- the financial services sector and/or sustainable investment and finance
- key real economy sectors for the UK’s transition to net zero and climate resilience
- the UK civil service (particularly HM Treasury; Department for Energy Security and Net Zero; Department for Business and Trade)
- the UK financial regulators (particularly the FCA)
- NGOs/trade associations working on climate and/or sustainable finance issues
- Major UK political parties.

- Finance knowledge – including understanding the UK’s financial services ecosystem and regulators and knowledge of relevant climate finance and investment concepts.

- Public speaking and/or media experience.

- Awareness of the EU’s climate policy agenda.

**Why work at IIGCC?**

People join IIGCC because they care deeply about making a difference in supporting our mission that brings the investment community together to make significant progress towards a net zero and climate resilient future by 2030. In return, IIGCC offers its employees a competitive salary with a wide range of benefits and supportive ways of working. You can find the full list of our benefits [here](#).

**Applications**

Interested applicants should submit a Curriculum Vitae and a cover letter detailing their relevant skills, capabilities and experience for the role by completing the application form [here](#).

If you have any queries, please email [vacancy@iigcc.org](mailto:vacancy@iigcc.org).

**Recruitment timeline**

- Deadline for applications: 9am on 24 June 2024
- 1st round interviews (virtual): w/c 1 July 2024 (indicative)
- 2d round interviews (in person): w/c 15 July 2024 (indicative)

We reserve the right to extend the deadline or close this vacancy early depending on the applications we receive. We recommend that you submit your application as early as possible.
Please note:
- Applicants must be eligible to work in the UK.
- Only shortlisted candidates will be notified.
- We do not discriminate on the basis of race, age, gender, sex, sexual orientation, disability, religion, marital status, or any other basis of discrimination prohibited by law.