

Job Description: IIGCC Climate Action 100+ Senior Manager

Reports to: **IIGCC Programme Director, Corporate**

Place of work: **Central London (occasional travel to be expected)**

Time: **5 Days/week – full time**

Contract Length: **1 year, fixed term with possible extension**

Starting date: **asap**

Salary: **Competitive plus benefits**

About IIGCC

The Institutional Investors Group on Climate Change (IIGCC) is a forum for collaboration on climate change for European investors. There are currently over 170 members, including some of the largest pension funds and asset managers across 13 countries, representing around €23 trillion in assets under management. IIGCC brings investors together to use their significant collective influence with policymakers, investors and companies to encourage policies and practices which accelerate the shift to a low-carbon economy.

The Role

We are looking for a motivated team player to support our corporate engagement work through [Climate Action 100+](#). Climate Action 100+ is an investor initiative – co-convened by IIGCC – to ensure the world’s largest corporate greenhouse gas emitters take necessary action on climate change. The companies include 100 ‘systemically important emitters’, accounting for two-thirds of annual global industrial emissions, alongside more than 60 others with significant opportunity to drive the clean energy transition. To date, more than 300 investors with more than USD \$33 trillion in assets under management have signed on to the initiative. The initiative aims to secure commitments from the boards and senior management to:

1. Implement a strong governance framework which clearly articulates the board’s accountability and oversight of climate change risk and opportunities.
2. Take action to reduce greenhouse gas emissions across their value chain, consistent with the Paris Agreement’s goal of limiting global average temperature increase to well below 2-degrees Celsius above pre-industrial levels.
3. Provide enhanced corporate disclosure in line with the final recommendations of the [Task Force on Climate-related Financial Disclosures \(TCFD\)](#)

Reporting to IIGCC’s Corporate Programme Director, and working closely with IIGCC’s CEO and wider team, you will be responsible for co-ordinating investor engagement with a number of European companies across a number of sectors. The role will involve working closely with investors to identify sector and company priorities. You will be involved in convening working group meetings, tracking engagements and supporting in the production of bi-annual progress assessments.

Main tasks

- Organise and manage European investor engagements as part of the global Climate Action 100+ Initiative, including working closely with investors that are designated as lead and supporting investors for engagements with a set of European companies
- Drive effective engagement strategies with each company, including building/co-ordinating aligned groups of investors and developing company and sector specific strategies
- Co-ordinate meetings of and communications with members of the Climate Action 100+ European Engagement Working Group and its sector sub-groups.
- Compile company-specific data, information and materials to support individual company engagements
- Maintain detailed tracking of European sector and company engagements
- Co-ordinate with other investor network staff regarding the accomplishments of the Climate Action 100+ initiative.
- Collaborate with other IIGCC initiatives as required.

Skills and capabilities:

Essential

- At least 3 years' experience of working on climate change within an investment, consulting or corporate related role
- Excellent writing skills
- Strong understanding of corporate climate strategy best practices
- Strong interpersonal and verbal communication skills
- Strong project management, organisational and time management skills, with proven ability to prioritise
- High levels of accuracy and attention to detail
- Self-motivated, flexible and disciplined
- Enthusiastic and positive approach
- Fluent in routine IT tools including Word and PowerPoint
- Fluency in English language

Desirable

- Expertise in one or more of the following sectors: utilities, mining, metals, chemicals, oil and gas, cement or autos
- Strong understanding of shareholder rights, voting practices and shareholder resolutions
- Other European languages an advantage

Benefits

In addition to a competitive salary, we offer a range of benefits including:

- 25 days' annual leave plus public holidays
- Generous company pension scheme
- Life assurance
- Private healthcare

Applications

Closing date for applications: **1 July 2019**

Starting date: **asap**

Interested applicants should submit a Curriculum Vitae and a cover letter detailing their qualifications and experience for the role to info@iigcc.org

Applicants must be eligible to work in the UK.

Only shortlisted candidates will be notified.