

Job Description: IIGCC Programme Director

Reports to: **IIGCC Chief Executive**

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

Time: **5 Days/week – full time**

Contract Length: **2 year contract initially; open to secondments**

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 190 members, including some of the largest pension funds and asset managers across 15 countries, representing over €28 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.

Scope of work

This is initially a 2-year position (to potentially be extended depending on funding) to support IIGCC's membership and programmes with a particular focus on supporting investors in identifying priority policy issues at the EU and global levels (and occasionally at national level), building consensus to develop agreed positions, and undertaking engagement with policymakers to ensure that the investor perspective is effectively communicated and understood.

The successful candidate will manage the Policy Programme which is one of IIGCC's three formal programmes. This will initially be on the basis of providing maternity cover to the current job-holder (anticipated to be roughly May 2020 – February 2021), with the expectation that the growth in IIGCC's workload over the coming months will necessitate an on-going expansion of the team. A core focus of the role over the first year will be the coordination and delivery of an IIGCC strategy to support COP26 in Glasgow in November 2020 (see below for more detail).

The Policy Programme seeks to ensure that investors understand priority policy issues and the policy environment relating to climate change; and that they contribute their expertise and experience to the policy and legislation development process. The programme currently covers three areas:

- At the global level, supporting implementation of the Paris Agreement by driving greater ambition within the UNFCCC's multilateral climate negotiations.
- Within the EU, working with EU institutions and member states to push for clear, long-term and ambitious EU policy frameworks which are consistent with the Paris Agreement and a defined role for private finance.
- At the national level, engaging on domestic national climate and sustainable finance policy issues across European countries where there is demand for it from our membership.

The successful candidate will deliver an effective programme that provides practical support and guidance to members in all these areas. This will be done through e.g. organising informative workshops or webinars to gather investor insights, engaging on climate policy and sustainable finance regulation with global, EU and national policymakers, developing joint policy positions, and informing the policy dialogue and perspective of key stakeholders.

The job-holder will be responsible for developing and implementing the ongoing strategy for the programme agreed with IIGCC Policy Group (made up of a cross-section of our members) and CEO.

The successful candidate will be expected to work closely with the directors of IIGCC's other programmes and workstream leads to ensure that they complement and support each other. In particular:

- The Corporate Programme provides a platform for investors to engage collaboratively with companies, including on their lobbying practices;
- The Investor Practices Programme ensures that feedback from investors on existing regulatory gaps and challenges can be effectively captured in the development of our live policy positions and engagement strategies; and
- Our communications work seeks to showcase and educate our members and wider stakeholders, requiring contributions to comms materials, as well as supporting reports to external funders.

Given the importance of 2020 for scaling up global climate ambition, the Programme Director will also be tasked with coordinating across IIGCC and with our external partner organisations to ensure as effective an investor offer to COP26 as possible. Within IIGCC, this will include working across our programmes and with wider external stakeholders to ensure that major deliverables are timed appropriately and showcased to national governments, the UNFCCC and the UK-Italian COP presidency at key milestones. It will also entail working collaboratively with our global partners via The Investor Agenda (see below) to develop and deliver the next iteration of the Global Investor Statement to Governments on Climate Change, setting out what public policies are necessary to finance the global low-carbon transition. At COP26 itself, the job-holder will lead on IIGCC's overall programme including events, speaking engagements, media activity, bilateral and other meetings, and wider collaborations.

On an on-going basis the successful candidate will also represent IIGCC within several working groups of The Investor Agenda (a global collaborative platform founded by seven investor networks), including The Investor Agenda's Policy Working Group.

The Programme Director will also support the Chief Executive, and will have responsibility for the line management of the Policy and Communications Manager.

Requirements:

- Significant experience of working within a public policy role at a senior level, ideally focused on climate change, sustainability and/or finance issues.

- Experience of leading workstreams and strategies towards successful outcomes, ideally working with virtual or disparate teams.
- Excellent project management, time management and communication skills and ability to write well.
- Enthusiastic team player with ability to develop and maintain strong working relationships.
- Ability to work with minimal supervision.
- Ability to work collaboratively with partners, consultants and external groups.
- Fluency in all routine IT tools including Outlook, Word, Excel, Powerpoint.
- Fluency in English essential and a second European language is desirable.
- Some travel will be necessary

Benefits

In addition to competitive salaries, 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: **TBC**

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.