

POSITION

Investor Practices Program Manager - Manager

Asia Investor Group on Climate Change

Location:	Major Asian financial centre, flexible depending on candidate's location*
Employment:	12-month, full-time contract
Start date:	Immediate start
Remuneration:	Subject to negotiation depending on experience
Sector:	Not for Profit
Applications:	Send expression of interest and resume to info@aigcc.net/ jane.ho@aigcc.net
Deadline for Applications:	30 July 2021

Role description & responsibilities

This role will be responsible for supporting the AIGCC Investor Initiatives Manager/Director in implementing AIGCC investor initiatives, programs and projects. It will also involve stakeholder engagement, including with AIGCC members, consultants and other key stakeholders.

This role will be responsible for supporting the AIGCC Investor Initiatives Manager/Director in supporting AIGCC's members to better integrate climate risks and opportunities into their investment processes and decision-making.

The role will work closely with the rest of the AIGCC team in delivering the Investor Practice workstream.

Duties include, but are not limited to:

- Coordinate and manage priority investor projects to support delivery of the *AIGCC 2019-2022 Business Plan*. Activities include:
 - Oversee the delivery of AIGCC investor initiatives, projects and activities which focus on integrating climate change factors into investor policies and outcomes.
 - Work with AIGCC members to adapt and apply international climate change frameworks into local practice.
 - Support the development of research projects which focus on integrating climate change risks and opportunities into investor practice.
 - Engage with stakeholders on research and project development as appropriate, including investors, industry bodies and NGOs for example.
- Coordinate and support AIGCC participation in the Investor Agenda, Paris Aligned Investment Initiative and Net Zero Asset Managers Initiative, as well as other international projects where appropriate.

- Act as the AIGCC representative for Investor Climate Action Plans ([ICAPs](#))- participate in international working groups and execute the roll out plan in Asia.
- Contribute to systems for documenting activities.

Skills and qualifications

- At least five years' experience in responsible investment, finance, or corporate management, ideally with a focus on climate or environmental matters.
- Relevant tertiary qualification, preferably in economics, finance, public policy, environment or a related discipline.
- Experience in supporting engagement/investor projects or other significant and complex projects characterised by changing dynamics and myriad relationships.
- Experience managing and strengthening relationships and coordinating with different stakeholders
- Experience working with investors preferred
- Knowledge of finance and investment industry and/or climate change
- Ability to evaluate workload and prioritise projects in a fast-paced, demanding environment.
- Strong organisational, project management, writing, verbal communication and interpersonal skills.
- Fluency in an Asian language (Japanese, Chinese, Korean) preferred
- Experience in supporting and coordinating the delivery of outcomes from international collaborations across multiple time zones, markets and cultures is desirable.
- Able to work well independently and as a team member, in a diverse team environment.
- Desire to work in a mission-driven and not-for-profit environment.

About AIGCC

The Asia Investor Group on Climate Change (AIGCC) is an initiative to create awareness and encourage action among Asia's asset owners and financial institutions about the risks and opportunities associated with climate change and low carbon investing. AIGCC provides capacity for investors to share best practice and to collaborate on investment activity, credit analysis, risk management, engagement and policy.

With a strong international profile and significant network, including pension, sovereign wealth funds, insurance companies and fund managers, AIGCC represents the Asian investor perspective in the evolving global discussions on climate change and the transition to a greener and low carbon economy.

We collaborate with similar investor organisations on climate change in Australia/New Zealand (the Investor Group on Climate Change), Europe (the Institutional Investors Group on Climate Change) and North America (Ceres) and internationally (PRI, UNEP Financial Initiative) through the Investor Agenda.