



## Job Description: Corporate Programme Manager

**Reports to:** Senior Engagement Specialist, Banks

**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

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### 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. For more information visit [www.iigcc.org](http://www.iigcc.org) and [@iigccnews](https://twitter.com/iigccnews).

To achieve our goal IIGCC has established three programmes, all resolutely focused on helping investors to accelerate the net zero transition. These are the Corporate Programme, Investor Strategies Programme and Policy Programme.

IIGCC oversees and facilitates the most significant investor climate initiatives, typically with investor network partners from across the globe. These include [Climate Action 100+](#), the world's largest investor engagement; [The Paris Aligned Investment Initiative \(PAII\)](#); and, most recently, [the Net Zero Asset Manager's Initiative \(NZAM\)](#). Building upon this success, IIGCC has also launched its [Banks Research and Engagement Initiative](#), in addition to the Net Zero Engagement Initiative (NZEI), to reach companies beyond the Climate Action 100+ focus list, and Nature Action 100.

### The Role

You will join us as one of the programme managers of IIGCC's Corporate Programme, specifically focused on supporting the IIGCC's Engagement Platform. You will develop and manage key workstreams to promote effective investor engagement with companies, collaborating with IIGCC members and other stakeholders, and working across the corporate team and wider IIGCC team. In particular, you will support the management of the Banks Research and Engagement Initiative with the Senior Engagement Specialist, Banks and coordinate the roll-out of thematic engagements



across sectors. These thematic engagements currently include Climate Accounting and Climate Lobbying.

A key aspect of this role is collaboration with partner networks across the world, with whom IIGCC works on major investor initiatives, such as Climate Action 100+ and initiatives for Banks and Nature. This requires relationship building across geographies to drive shared global priorities.

There will be opportunities to work across workstreams, including stewardship, specific sector work and transition research, while working collaboratively with the Investor Strategies and Policy programmes.

### **Main responsibilities**

The work will comprise the following key activities:

- Assist with the overall project management and research needs of the Corporate Programme in order to support investor engagement with banks and corporates on climate change
- Programme management of key workstreams of the IIGCC Corporate Programme
- Collaborate with relevant external stakeholders across the world on initiatives, such as the IIGCC Banks Research and Engagement Initiative and Accounts workstream
- Coordinate investor engagement with banks and corporates across a range of sectors in Europe by producing tools and guidance, convening working groups and providing technical assistance.
- Analyse bank and corporate transition plans to support investor engagement
- Track and report on engagement progress.

### **Skills and capabilities**

Essential:

- Experience of working on issues relating to climate change and/or investment
- Understanding of different approaches to investor stewardship
- The ability to work independently to develop and effectively deliver a workplan
- Proven ability to work as a team, and successfully manage internal and external stakeholders
- Strong stakeholder engagement and management capabilities
- Strong project management, coordination and organisational skills
- Excellent written and verbal communication skills with a high level of attention to detail
- Strong presentation skills with experience presenting to large groups online and in-person
- Excellent data management skills, including mastery of Excel
- Competency in routine IT tools including Microsoft Office including Word, Power Point and Adobe PDF.
- Written and spoken fluency in English.



## **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:**

IIGCC will review applications on a rolling basis so would encourage early application.

### **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.