



## Job Description: Senior Programme Manager, CA100+

**Reports to:** Corporate Programme Director

**Place of work:** Central London / hybrid

**Time:** 5 days/week – full time

**Contract Length:** 24-month fixed term, with possible extension

**Starting date:** As soon as possible

**Salary:** Competitive plus benefits

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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.

Our work is delivered across [three programme areas](#) – corporate, investor strategies and policy.

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, in 2023, IIGCC launched the Net Zero Engagement Initiative (NZEI), to reach companies beyond the Climate Action 100+ focus list, and Nature Action 100.

Climate Action 100+ is the world's leading investor-led initiative to ensure the largest corporate greenhouse gas emitters take necessary action on climate change. More than 650 investors, including pension funds and asset managers, are engaging companies on improving climate change governance, cutting emissions and strengthening climate-related financial disclosures. Launched in December 2017, Climate Action 100+ garnered immediate worldwide attention. Phase 2 of Climate Action 100+ began in 2023, as investors work with the companies in which they invest to encourage them to work towards the global goal of halving GHG emissions by 2030 and delivering net zero GHG emissions by 2050, in line with the goals of the Paris



Agreement to pursue efforts to limit warming to 1.5°C. Designed by investors for investors, the initiative aims to ensure the world's largest corporate greenhouse gas emitters take necessary action on climate change.

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

### **The Role**

In this role you will coordinate IIGCC's involvement in Climate Action 100+ at the global level while coordinating company engagements in Europe across a range of sectors. You will be at the heart of the largest shareholder engagement initiative ever assembled and will play an active role in shaping the strategy of the initiative.

At the global level – working with our partner networks globally – you will help manage the global work programme constituted of a range of strategic projects including the development and enhancement of the Climate Action 100+ Net Zero Company Benchmark, development of the initiative's long-term strategy and coordination of reporting on engagement progress.

At the European level, you will help coordinate shareholder engagement to secure net zero transition plans from companies across a range sectors. This will involve working closely with investors, the rest of the IIGCC Corporate Programme and the other IIGCC programmes on Policy and Investor Strategies.

### **Main responsibilities**

- Represent IIGCC (including senior leadership) in Climate Action 100+ global forums
- Coordinate IIGCC's involvement in Climate Action 100+ global strategic projects
- Coordinate investor engagement with companies across a range of sectors in Europe
- Analyse company transition plans to support investor engagement
- Track and report on engagement progress
- Line manage staff as assigned, including their recruitment, performance management, coaching and development
- Work cross programme with our investor strategies, policy, development and communications teams in line with the organisational strategy.

### **Skills and capabilities**

Key competencies for the role include:

Essential



- Demonstrable knowledge and understanding of best practices in corporate climate reporting (e.g. TCFD, SBTi), investor stewardship and/or climate policy
- Proven experience of effectively leading workstreams
- The ability to work independently to develop a workplan and deliver effectively
- Excellent stakeholder engagement, diplomacy and management capabilities
- Strong project management, coordination and organisational skills
- Self-motivated, flexible and disciplined
- Excellent written and verbal communication skills with a high level of attention to detail
- Fluent in routine IT tools including Microsoft Office
- Fluency in English language
- Willingness to occasionally travel as part of the role

#### Desirable

- Previous line management experience.

### **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.