

ROLE PROFILE

Job Title:	<i>Sustainability (ESG) Lead</i>
Reports To:	Chief Executive
Hours:	Full-time, 35 hours per week
Location:	Flexible, with option to be based in Edinburgh or London offices, and from home

Job Purpose:

The main purpose of this role is to develop and lead the Institute's new Centre for Responsible Banking, and the Institute's responsible banking, green and sustainable finance and sustainability agenda more broadly.

Key Remit of Role:

As a member of the Institute's management team, and the Institute's senior subject matter expert, you will provide advice, guidance and direction on responsible banking, green and sustainable finance and sustainability to colleagues with the aim of embedding these across all aspects of the Institute's strategy, activities and operations. You will help develop the Institute's education and thought-leadership in these areas, and further grow our global impact, influence, profile and reputation with a wide range of external stakeholders. You will also develop and oversee the implementation of the Institute's own Net Zero strategy.

Duties & Responsibilities:

Thought Leadership

- Work closely with the Chief Executive, Thought Leadership and Marketing teams to develop the Institute's position on responsible banking, green and sustainable finance and sustainability in general, skills to support sustainable finance in particular
- Continue to grow the Institute's global impact and influence in these areas through speaking, writing, networking and social media
- Develop the Institute's relationships with key policymakers, regulators and stakeholders in sustainable finance, responding to regulatory and other consultations as appropriate

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- Develop the Institute's relationships with sustainability leads and other key decision-makers in UK and international banks
- Draft materials for Institute members and others (e.g. magazine, website, social media, annual report) to share our thought-leadership and keep members up-to-date with developments
- Help colleagues organise events on responsible banking and sustainable finance topics, and chair/speak at relevant Institute events and those organised by our partners
- Support the Chief Executive as Chair of the UK's Green Finance Education Charter

Education

- Provide subject matter expertise to the Learning and other Institute teams to ensure existing qualifications and learning materials (Certificate in Green and Sustainable Finance, Certificate in Climate Risk) are maintained up-to-date and relevant
- Work with the Learning team to mainstream responsible banking and sustainability into other Institute qualifications as they are revised and updated
- Identify opportunities for new qualifications and other learning solutions to support the development of green and sustainable finance in banking and finance
- Identify and support the development a network of academic associates with expertise in responsible banking and sustainability to assist with educational development
- Partner with the Learning and Membership Strategy teams to identify, develop and deploy relevant CPD resources
- Develop educational partnerships with academic institutions, banks, education providers and other external stakeholders where appropriate
- Support the Institute's International and Professional Standards teams in engaging with current/potential clients and partners

Develop and Implement Institute's own Net Zero strategy

- Set credible long-term and interim targets for the Institute to achieve carbon neutrality in our direct and indirect operations, and translate these into annual objectives for the Institute overall, and Institute teams, to achieve
- Gain Board approval for the strategy
- Lead the implementation of the strategy, and monitor and report on progress to Leadership, the Board, our members and externally

Qualifications, Skills & Experience:

The job holder should have:

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- Relevant sustainable finance/sustainability qualification (ideally with an academic background or a good generalist in green and sustainable finance with knowledge of the UN Principles of Responsible Banking and Investment)
- Relevant/transferable experience of ESG/sustainability within an international academic, education and/or financial services context
- Demonstrable credibility working with senior bankers, regulators, policymakers and stakeholders in sustainable finance at domestic and international levels
- Excellent communication and presentation skills (public speaking, writing for different audiences, social media)
- Strong organisational, planning and project management skills, and a proven ability to work effectively under time constraints
- The ability to work independently and with/leading teams when required
- Relevant education/professional body/trade association experience would be helpful, but is not essential

Person Specification

The successful candidate will demonstrate our Core Values through:

- **Excellence** – ability to manage a diverse workload and prioritise accordingly. Strong attention to detail and accuracy and consistently produces a high standard and volume of work within agreed timescales.
- **Innovation** – strong ability to solve problems and troubleshoot with creativity and enthusiasm. Adopts a constructive and positive approach to influence others.
- **Integrity** – a role model for accountability, honesty, and an ethical, inclusive and helpful approach to working with colleagues, clients and others
- **Collaboration** – excellent communicator and team member with a proven ability to build, maintain and influence effective relationships with colleagues and stakeholders. Competent in responding proactively to direction from colleagues in the immediate and wider teams.

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