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JOB DESCRIPTION

Position title: Assistant Manager – Asia Sustainable Finance & Commodities (1 Year Contract)

Reports to: Head, Asia Finance & Commodities, WWF Singapore

Date: Jan 2017

- I. Mission of the Asia Finance & Commodities Team:** WWF has identified the Finance Sector as a global driver that we must engage successfully to deliver on our long-term conservation mission. We work with key finance sector players (e.g. banks, investors, regulators, stock exchanges) to drive business change, advocate for policy shifts towards sustainability, develop best practices and standards, and support innovative financial frameworks and mechanisms that encourage environmentally sustainable, low carbon and resource efficient investments.

In SE Asia a particular focus of Finance Practice action relates to the ways in which soft commodities (agriculture, forestry and seafood) are financed and traded to support a large scale transition to more sustainable production of commodities and a reduction in impacts on people and biodiversity. This international team is designed to lead, develop and support action on a range of soft commodities that are produced and traded in Asia (and globally) working closely with food, markets and finance specialists based in other WWF Offices around the world. Other areas of focus include water, energy and climate change.

The work in this area will be broad and diverse. The team will be leading strategy development in WWFs regional offices, policy guidance with partner financial institutions, and the development of new financial products that support more sustainable supply chains. The team will support bilateral partnerships with banks and other financial institutions/platforms in Asia, undertake key research activities, and collaborate with, and assist other WWF offices as they begin to work with FIs.

- II. Major Functions:** To assist the Asia Finance and Commodities team in carrying out research on commodities supply chains and general Environmental, Social and Governance (ESG) issues to be included in guides and reports targeted at the finance sector, supporting the launch of these reports and the follow-up activities such as workshops with banks and investors, and working directly with the finance sector to implement ESG practices in their investment and lending activities.

IV. Major Duties and Responsibilities:

- Conduct research on sustainable finance related topics and sustainability disclosure by companies, and support the writing of reports and development of tools
- Work with banks and investors on benchmarking responsible lending and investing policies;
- Organize workshops and events for the finance sector, convene and coordinate internal and external expert speakers
- Create educational materials for sustainable finance masterclasses
- Support the Asia Finance and Commodities team in developing and implementing partnerships with the finance sector and other stakeholders in the region so as to promote and leverage WWF's commodity finance interests.;
- Keep abreast of trends and developments relevant to sustainability and finance;

V. Profile

Required Qualifications:



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- Degree in finance or economics or environment management; Master's Degree preferred
- Minimum 3 years working experience, experience in the area of finance or sustainability is preferred

Required Skills and Competencies:

- A good understanding of how environmental concerns and the sustainability agenda relate to material business risks and opportunities;
- General knowledge of the finance sector levers for change as they relate to sustainability;
- Ability to analyze ESG issues and to effectively communicate these to financial institution partners;
- Ability to work independently and proactively;
- Excellent oral and written communication skills. Fluency in English is essential.
- Adheres to WWF's values which are: *Knowledgeable, Optimistic, Determined and Engaging*
- Ability to travel up to 5% is preferred

This job description covers the main tasks and conveys the spirit of the sort of tasks that are anticipated proactively from staff. Other tasks may be assigned as necessary according to organizational needs.

How to apply?

Interested applicants please forward your covering letter and CV to hr@wwf.sg . Please be informed that only shortlisted candidates will be notify.

Deadline for applications: 17 February 2017

WWF is an equal opportunity employer and committed to having a diverse workforce.