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## JOB DESCRIPTION

**Position title:** ESG Engagement Manager – Asia

**Reports to:** Head, Asia Finance & Commodities

**I. Mission of the Asia Finance & Commodities Team:** The finance & Commodities team is expanding. 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, 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 support the Asia Finance & Commodities Head in carrying out engagement and advocacy work across the finance sector in Asia and in creating in house research backed reports and workshop materials. To work with local WWF offices across Asia on executing national finance sector engagement strategies. To work with WWF commodity experts on developing suitable risk management tools. To working directly with the finance sector to implement ESG practices in their investment and lending activities.

### **III. Major Duties and Responsibilities:**

- Manage research on commodities supply chains, ESG issues and sustainability disclosure and performance by companies;
- Support regional WWF offices to assess and benchmark financial institutions' extent of ESG integration and regulatory standards
- Manage the design and writing of reports and guides to be used to engage banks and investors on ESG integration
- Conduct capacity building workshops targeted at financial institutions
- Work with WWF commodity and forestry experts to distill insights and knowledge into guidance tools for the finance sector
- Work with banks and investors to develop responsible lending policies, ESG risk appraisal tools and appropriate monitoring and reporting frameworks;
- Assist the Asia Head of Finance and Commodities in advocacy and developing partnerships with the finance sector and other stakeholders in the region.;
- Assist in monitoring, evaluating, budgeting and reporting of project performance against planned objectives and deliverables and milestones
- Develop collective engagement projects with investors



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#### **IV. Profile:**

##### **Required Qualifications**

- Relevant educational qualifications, Master's Degree preferred, in either finance, economics or environment management;
- Minimum 6 years working experience in the area of finance or sustainability, experience working with corporates is preferred

##### **Required Skills and Competencies**

- A good understanding of how environmental concerns 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;
- Able to prioritise and operate under tight deadlines
- Ability to work independently and proactively;
- Excellent oral and written communication skills.
- Adheres to WWF's values, which are: *Knowledgeable, Optimistic, Determined and Engaging*
- Must be able to travel internationally (approx. 5%)

#### **V. Working Relationships:**

**Internal** - Relevant departments within the WWF network

**External** – With financial institutions, regulators, stock exchanges, responsible finance platforms and consultants

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.

**Interested candidates should email a CV and a cover letter to [hr@wwf.sg](mailto:hr@wwf.sg) by 15 October 2017. Please indicate the position being applied for in the subject line.**