



Job Description

This form summarises the purpose of the job and lists its key tasks. It is not a definitive list of all the tasks to be undertaken as those can be varied from time to time at the discretion of the School, in consultation with the postholder.

Job title: Policy Officer (Transition Pathway Initiative)

Ref no.:

Department/Division: Grantham Research Institute on Climate Change and the Environment

Accountable to: Deputy Research and Project Lead, Beata Bienkowska

Job Summary

This post is based within the Grantham Research Institute on Climate Change and the Environment. You will work together with the [Transition Pathway Initiative](#) (TPI) team.

We assess over 400 publicly listed companies across 16 sectors on carbon management practices Management Quality and over 300 on Carbon Performance, which involves quantitative benchmarking of companies' emissions pathways against different climate scenarios (1.5 Degrees, Below 2 Degrees, National Pledges) consistent with the 2015 UN Paris Agreement. We are also working on a number of research projects, including developing frameworks to assess financial institutions and new asset classes (corporate and sovereign bonds issuers).

The post holder will provide high-quality analysis in support of the TPI by carrying out research to update existing and develop new methodologies, conduct the company assessments, maintain and enhance the TPI database and tool, contribute to TPI research outputs, and helping to ensure that the Institute remains abreast of and responsive to the latest developments in sustainable finance policy and practice.

Duties and Responsibilities

The post holder will contribute to the TPI, in collaboration with Institute colleagues and external partners, by:

- Developing new methodologies assessing companies transition to a low carbon economy with a focus on food sector;
- Collecting data and performing Carbon Performance assessment of the companies from the TPI universe, including CA100+ companies;
- Engaging with companies and integrating feedback into final assessments;
- Performing quality checks of the Management Quality data, as received from FTSE Russell;
- Organising the data and uploading it on the TPI online tool;
- Analysing the data, including trends in data and generating graphs, charts, and preparing reports;
- Updating the existent Carbon Performance methodologies;
- Contributing to the TPI research projects and research outputs (reports/articles/blogs);
- Engaging with external stakeholders, including companies and investors;
- Representing the TPI externally during conferences, seminars and workshops;



- Managing delivery of outputs in coordination with the team and with a limited guidance;
- Demonstrating initiative contributing to the development of the TPI-related research activities and the TPI team;
- Prepare and contribute to a range of research-based and policy-relevant outputs, including briefing papers and presentations;
- Supporting the TPI team to reach common goals.
- Play a constructive role in the life of the Institute.

Flexibility

To deliver services effectively, a degree of flexibility may be required in the duties performed in order to meet the exigencies of service. Job roles may also naturally develop over time and ongoing substantial changes to a role will be discussed between line managers and their staff, with job descriptions updated as and when appropriate.

Equity, Diversity and Inclusion (EDI)

LSE is committed to building a diverse, equitable and truly inclusive university. All posts (and post holders) will seek to ensure diversity and inclusion, while opposing all forms of unlawful and unfair discrimination on the grounds of age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, nationality, ethnic or national origin, religion or belief, sex and sexual orientation, or social and economic background.

Ethics Code

Posts (and post holders) are assumed to have a responsibility to act in accordance with the School's Ethics Code and to promote the principles and values that the Code enshrines. The Ethics Code clearly states that the whole LSE community, including all staff, students, and governors of LSE, are expected to act in accordance with the principles which are set out in the Code. As such you are required to read and familiarise yourself with it. The School's Effective Behaviours Framework is designed to support this Code. It sets out examples for the six behaviours that all staff are expected to demonstrate, these can be found on the following link: [click here](#)

Environmental Sustainability

The post holder is required to minimise environmental impact in the performance of the role, and actively contribute to the delivery of the LSE Environmental Policy.