



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: Climate and Development Senior Policy Fellow

Department/Division: Grantham Research Institute on Climate Change and the Environment
Accountable to: Policy and Communications Director

Job Summary:

The Grantham Research Institute on Climate Change and the Environment seeks to appoint an experienced senior policy fellow to contribute to a major analysis and engagement programme on international finance and climate action, hosted by LSE and the Brookings Institution

Duties/Responsibilities or HERA Competencies

- Lead key aspects of a joint analysis and engagement programme, hosted by LSE and the Brookings Institution, on international finance and climate action, in consultation with the Programme Director and Supervisor
- Conducting rigorous, research-based, user-focused and policy-oriented analysis, in collaboration with Nicholas Stern and other team members, on aspects of climate policy and economic development
- Leading project teams to deliver key activities and outputs for the joint programme
- Support and assist Nicholas Stern in his high-level role for the COP26 UK Presidency as champion for the multilateral development banks, including liaison with the team led by the United Nations Special Envoy for Climate Action and Finance and with relevant Government Departments
- Manage and lead a small team of policy fellows and analysts working on aspects of economic and climate policy, including in relation to China
- Prepare and deliver a range of policy-relevant outputs, including briefing notes, policy reports and presentations describing the results of policy analysis
- Lead the organisation of relevant engagement activities, presenting at meetings, seminars and workshops, with senior policy experts and policy-makers to ensure that outputs have demonstrable impact and inform decision-making
- Provide regular verbal and written updates on progress to the sponsors of the programme
- Contribute to the formulation and delivery of the Institute's policy analysis strategy, in collaboration with the Policy and Communications Director and the policy analysis team
- Work with the communications team to enhance the impact of outputs and activities
- Build and maintain networks, particularly among domestic and international decision-makers in the public, private and third sectors, including the international financial institutions and multilateral and regional development banks
- Contribute to the intellectual shape and design of the Institute's research programmes by identifying topical, policy-relevant research questions
- Enhance the impact of the Institute's research strategy, particularly through liaison with the



leaders and other members of relevant research themes

- Assist with the preparation of grant proposals and other fund-raising activities that include information about the Institute's policy analysis activities
- Contribute to the implementation of the Institute's organisational strategy and, as appropriate, to the Institute's other strategies
- Attend and participate in meetings, seminars, away days and other activities relating to the Institute's purpose and organisation
- Behave and act in a way that is consistent with the purpose and principles of the Institute, and the values and aims of the LSE
- Contribute to the activities of other parts of the LSE, including through the participation in networks of staff who carry out policy analysis and engagement activities

Note

The LSE has a progressive pay structure that rewards you with annual pay increases up to a certain level as you develop in your role. We also provide for further reward past this point in the form of further pay increases based on exceptional performance.

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.

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.