



### 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:** Research Assistant

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

**Accountable to:** Deputy Research and Project Lead Beata Bienkowska, Transition Pathway Initiative

### Job Summary

To work with the Transition Pathway Initiative research team, focusing in particular on delivering data, analysis, and engagement support to the [Climate Action 100+ \(CA100+\) Initiative](#), in particular the TPI is an investor-led initiative to ensure the world's largest corporate greenhouse gas emitters take necessary action on climate change. In particular the work will focus on the [CA100+ net zero company benchmark](#) first launched in March 2020 and a core element of CA100+'s engagement strategy

### Duties and Responsibilities

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

- Collecting, analysing and performing quality control on company data that feeds into CA100+ benchmark indicators;
- Engaging with companies and investors and integrating feedback into final assessments;
- Performing data analysis and generating graphs, charts, and related documentation.
- Identifying appropriate methods of investigation or analysis according to data and objectives.
- Conveying complex conceptual ideas or complex information which may be highly detailed, technical or specialist.
- Interpreting and analysing patterns or trends in data.
- Managing large scale databases.
- Conducting literature reviews.
- Assisting in the writing of reports.
- Contributing to the organisation of conferences, seminars and workshops.
- Supporting team members to reach common goals.
- Managing own research and administrative activities, with guidance.
- Demonstrating a knowledge of theory, methods and practice and demonstrating development through acquisition of relevant skills and competencies.

### 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.