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 (Climate Action 100+ Initiative)/Junior Analyst

Department/Centre/Institute: Transition Pathway Initiative (TPI Centre), Grantham Research Institute on Climate Change and the Environment **Accountable to:** Policy Officer, Project Lead Climate Action 100+

Job Summary

This post is based within TPI Centre, which is part of Grantham Research Institute on Climate Change and the Environment. The TPI Centre is an independent, authoritative source of research and data on the progress of corporate and sovereign entities in transitioning to a low-carbon economy. The TPI Centre is one of the main data provider to the Climate Action 100+ Initiative (CA100+). CA 100+ is an investor-led initiative to ensure the world's largest corporate greenhouse gas emitters take necessary action on climate change. The CA100+ Net Zero Company Benchmark (the Benchmark) establishes a high ambition for the highest emitting companies across all sectors and regions worldwide. The Benchmark aims to drive corporate climate action through investor-driven engagements. In this role, the post holder will join a collaborative and passionate team delivering impact-oriented data and analysis to lead investors in the financial sector, under the supervision of the Project Lead.

The post holder will provide high-quality analysis, research and data collection in support of the TPI Centre's objectives. They will conduct assessments, offer support to maintain and enhance the Benchmark and contribute to ensuring the project deliverables are met within the decided timelines.

Duties and Responsibilities

- Collecting company data that feeds into the CA100+ Disclosure Framework.
- 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.