



## 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 Fellow - Climate, Gender and Inclusivity

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

**Job Summary:** This post is based within the Stern team on international climate action of the Grantham Research Institute on Climate Change and the Environment and the Global School of Sustainability. The post-holder will be working on different aspects of gender, inclusivity and climate policy and will be responsible for establishing a new work programme on inclusivity within the Institute and Global School. This will involve working within a team, leading policy engagement activities, producing policy outputs and building networks.

### Duties/Responsibilities

- **Develop and co-lead a coherent research, policy and engagement programme on gender equality, inclusivity and climate policy** at the Institute and the Global School, focused initially on the policies and activities of finance ministries.
- **Conduct rigorous, research-based and user-focused analysis** on issues related to climate policy, either independently or as part of a team – with a particular focus on gender-just and inclusive climate policy – including to inform the decisions of fiscal and economic policy-makers and other public and private stakeholders.
- **Develop and apply innovative analytical frameworks, methodologies and indicators** to integrate gender and inclusivity into climate and economic policy analysis, including through data development, case studies and applied policy tools.
- **Work across thematic teams within the Institute and Global School** (e.g. fiscal policy, finance, adaptation and resilience, just transition, and nature) to mainstream and embed gender and inclusivity considerations into their wider research and policy work.
- **Conduct engagement activities and build and maintain relationships with decision-makers** in the public, private and third sectors, including fiscal and economic policy-makers, international organisations, and development partners.
- **Lead and contribute to policy projects and policy-relevant outputs**, in collaboration with other members of the Stern team, and the wider Institute and Global School, on aspects of gender, inclusivity, climate policy, ensuring quality, policy relevance, and impact.
- **Contribute to fund-raising efforts** for rigorous user-focused, policy related and work, particularly on gender and climate policy.
- **Present analysis, research and findings** at national and international academic and policy-oriented conferences and convenings of policy-makers and practitioners.
- **Monitor and assess the impact** of the work of the Institute and the Global School on gender and inclusivity, contributing to continuous learning and refinement of the programme's strategy.
- **Contribute to the overall policy analysis strategy of the Institute** as an integral part of the Stern team.
- **Play a constructive role** in the life of the Institute and Global School.



### **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](#)

### **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.

### **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.

### **Free Speech**

[The Code of Practice on Free Speech](#) outlines the responsibilities of LSE to protect and promote freedom of speech and academic freedom within the law for students, faculty, staff, and visiting speakers. It applies to all activities on LSE premises and those conducted in the name of the School or LSE Students' Union at any location. The Code confirms that LSE does not take formal positions on political or international issues but provides a platform for critical debate within the law, taking account of the various legislative requirements and the context provided by policies and procedures. Procedures are set out in the Code on how events must be arranged and conducted.