



## Person Specification

This form lists the essential and desirable requirements needed in order to do the job.

Applicants will be shortlisted **solely** on the extent to which they meet these requirements.

**Job title:** Policy Analyst (Nature and Central Banking)

**Department/Division:** Grantham Research Institute on Climate Change and the Environment  
**Accountable to:** Elena Almeida (Senior Policy Fellow)

Competency	Criteria	E/D
<b>Knowledge and Experience</b>	Masters' Degree in economics, climate/environmental governance, environmental/ecological economics or a closely related field, by post start date	E
	Experience of conducting policy-oriented analysis on central banking, financial supervision, climate change or biodiversity loss, including in writing and collaborating with co-authors, in a timely manner	E
	Experience in project coordination, reporting and supporting delivery to agreed timelines	E
	Strong project management skills, with demonstrable experience of co-ordinating the activity of others, including the writing, review, revision, copyediting and publication of outputs	E
	Demonstrable experience in organising workshops or roundtable events, bringing together stakeholders across different expertise (e.g. bridging the academic-policy gap)	E
	Understanding of nature-related exposures and risks, preferably in the context of economic and financial policy	D
	Understanding of issues relating to nature and biodiversity loss, deforestation, ecosystem services, taxonomies and climate scenario analysis	D
<b>Communication</b>	Excellent use of written and spoken English	E



	<p>Excellent interpersonal and communication skills, both written and oral, with the ability to communicate with internal colleagues, collaborating institutes and external bodies</p> <p>Ability to build effective and productive working relations</p> <p>Confidence to represent GRI with collaborators, project partners and senior experts</p>	<p>E</p> <p>E</p> <p>E</p>
<b>Planning and Organisation</b>	<p>Excellent organisational skills with the ability to streamline complex project components</p> <p>Ability to work in a team, to meet deadlines and to combine autonomy with respect of guidelines</p> <p>Ability to take responsibility for, and work independently on, specific project tasks</p> <p>Ability to prioritise workloads whilst maintaining high attention to detail and work standards</p> <p>Ability to effectively co-ordinate the work of others to defined objectives or outputs, including those of senior colleagues</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>
<b>Teamwork and Motivation</b>	<p>Contributing to the effective operation of the Institute's research management and willingness to take on projects where support needs are identified</p> <p>Willingness to work as part of a team within the Grantham Research Institute and contribute to the broader CETEX team on cross-cutting issues</p> <p>Ability to work under limited supervision as and when required</p>	<p>E</p> <p>E</p> <p>E</p>

**E – Essential: requirements without which the job could not be done.**

**D – Desirable: requirements that would enable the candidate to perform the job well.**