

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: Deputy Director (Distinguished Policy Fellow), Just Transition Finance Lab

Department/Division: Grantham Research Institute on Climate Change and the Environment
Accountable to: Executive Director (Professor in Practice) Just Transition Finance Lab

Job Summary

The Grantham Research Institute for Climate Change and the Environment (GRI) at LSE is establishing a Just Transition Finance Lab to be a world-leading centre for experimentation and excellence in the financial solutions needed for a just transition to a net zero and nature positive economy. The Lab is being launched in 2024.

The Lab has four key interlocking objectives:

1. The design and deployment of financial tools and instruments for the just transition.
2. The development and application of metrics to measure just transition performance.
3. The identification of appropriate policy reforms to mobilise finance for the just transition.
4. The construction of a strong body of illustrative and empowering case studies that demonstrate how just transition finance can be practically achieved.

The role of the Deputy Director, as a key leadership position, is to be responsible for programme oversight and coordination, and the successful operational and administrative functioning of the Just Transition Finance Lab.

The post holder will work closely with the Executive Director to set strategy, develop research, and engage with external stakeholders and audiences at the highest levels. The post holder will have particular responsibility for the operational running of the Lab and play a key role in setting the Lab's strategic direction. They will ensure activity is planned to achieve funded deliverables within budget and to the standard expected, to achieve the goals of the Lab.

Duties and Responsibilities

Supporting and implementing strategy

- Working with the Lab's Executive Director and its Strategy Council, along with the GRI's Senior Management Team to set the Lab's strategic direction, research programmes and outputs.
- Responsible for programme oversight and coordination, and the operational and administrative functioning of the Lab

- Leading on budget management and fundraising including sourcing new funds as well as relationship management with existing funders.

Coordinating impact-focused research

- Ensuring effective coordination of the Lab's research programmes and keeping them at the cutting edge of practice
- Developing Lab partnerships across the LSE and beyond to achieve impactful research outcomes

Management of the Lab's projects and staff

- Ensuring effective ways of working and setting a positive work culture.
- Line management responsibilities
- Promoting career development and coordinating hiring of the Centre's staff.
- Ensuring all activities of the Lab are undertaken appropriately within the management structures of the Grantham Research Institute, and wider LSE provisions.

Communication of research outputs

- Identifying innovative approaches to engagement/impact activities, implementing them and reporting on impact.
- Developing and implementing the Lab's approach for monitoring, measuring and reporting on its activities to understand and strengthen its impact.

Other responsibilities

- Contributing to strategic deliberation and decision-making at university level, e.g., through membership of School committees, where appropriate.
- Contributing to the development of the Grantham Research Institute's strategy.

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 change 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.