

# Head of Sustainable Finance

**Alternative titles:**

Head of Responsible Investment  
Head of Sustainable Investment  
VP, Sustainable Finance

**Role Purpose:**

Lead the ongoing development and execution of Responsible Investment/ Sustainable Finance priorities to strengthen the ESG credentials of the organisation. Direct engagement with Boards, Executives, and Investment Managers across asset classes to ensure the integration of ESG and responsible investment principles into the investment portfolio. This role is responsible for the organisation being well positioned to manage material risk, and unlock opportunities through the development of sustainable finance tools and initiatives in response to emerging legislation, standards trends and thematic.

**Accountabilities:**

- Direct engagement with investors, and other key stakeholders, to understand investor appetite and market expectations.
- Development of sustainable finance tools and initiatives to manage risks and unlock new opportunities.
- Oversee the external manager due diligence process, private market transactions and stewardship activities.
- Provide thought leadership on emerging sustainable investment thematic trends including investor frameworks and initiatives.
- Establish partnerships and relationships in the broader sustainable finance community.
- Represent the organisation and present at conferences and industry forums.
- Complete the annual review and update of the Responsible Investment Charter, policies, and strategy.
- Lead due diligence on transactions including the review of company research.
- Accountability for ESG framework development and review of performance across asset investment classes and portfolios.
- Presentation of ESG performance to internal teams, Executives, the Board, and external stakeholders which may include investors and/or shareholders.
- Develop and lead engagement programs with listed company boards.
- Oversight of the development of ESG policies & guidelines, and ongoing measurement and reporting of performance.
- Preparation and delivery of Investment Committee/Board papers.

**Experience/Skills:**

- Relevant tertiary qualifications, preferably to master's level in ESG and investment/financial services.
- Strong understanding of existing and emerging regulations, industry frameworks, standards, legislation, market trends and best practice within Sustainable Finance globally.
- Proven experience leading investment focused reports and presentations.
- Experience presenting at industry forums as a representative of an organisation.
- Ability to review due diligence reports and translate into advice for investment teams and/or external stakeholders.
- Exceptional written and verbal communication skills.

**Years' experience:**

10+ years' experience

**Number of reports:**

Direct: 5+

Indirect: 5+