

## Senior IS Manager - Listed

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- Location: London
- Duration: Permanent position
- Start date: ASAP
- Remuneration: Salary competitive for a non-profit organization
- Benefits: 25 days holiday, BUPA and non-contributory pension

### About the Principles for Responsible Investment (PRI)

The Principles for Responsible Investment is an investor initiative in partnership with UNEP Finance Initiative and the UN Global Compact. Launched by UN Secretary-General Kofi Annan and subsequently endorsed by his successor Ban Ki-Moon, the PRI is a set of voluntary best practice principles to assist investors in integrating environmental, social and corporate governance issues into investment processes and ownership practices. The Principles are supported by a 50-person Secretariat that promotes the PRI and provides implementation support to signatories. See [www.unpri.org](http://www.unpri.org)

### Summary of the position

This is a unique opportunity for an experienced responsible investment professional to join the London-based Implementation Support team, which supports investors around the world to put the Principles into practice. The Senior Implementation Support Manager will lead the newly-formed listed assets team within Implementation Support. The listed assets team covers two of the PRI's largest support programmes, fixed income (corporate and sovereign) and listed equity. The role will oversee the strategy for these two programmes alongside other areas such as passive and quantitative investment strategies, and includes management responsibilities for two Implementation Support Managers. You will be responsible for the development of best practice guides, case studies, event content and thought leadership on responsible investment practice in these areas. This requires a solid understanding of responsible investment practice in these listed assets, and will involve frequent engagement with investors and other responsible investment initiatives. In addition, you will support signatories when they report against the soon-to-be launched PRI Reporting Framework, and help develop the assessment of the fixed income and listed equity modules, working closely with the PRI's Reporting & Assessment Team. The role reports to the Head of Implementation Support.

## Role responsibilities

- Providing leadership in developing strategy for how best to support asset owners, investment managers and service providers in translating the Principles into practice within listed assets. This requires identifying and promoting good responsible investment practice, and liaising with other relevant industry initiatives.
- Developing and delivering annual action plans, on time and on budget. This requires liaising with fellow Senior Implementation Support Managers, the Clearinghouse and Reporting & Assessment teams.
- Fostering relations with signatories to ensure an understanding of responsible investment market trends and implementation needs, and managing existing and potential signatory steering committees and working groups, in line with PRI strategy.
- Providing the PRI with intelligence and resources in responsible investment practice in listed assets. This requires knowledge of the key industry leaders (investors, service providers, associations and networks) and will involve briefing Directors and other colleagues as and when required.
- Managing two Implementation Support Managers, developing a strong team culture within this new team.
- Overseeing the delivery of responsible investment guidance materials for signatories with investments in listed assets, and ensuring their dissemination and use. This includes developing a business case for any such guidance material, project planning, researching content, writing content, seeking and integrating feedback from multiple stakeholders, delivering a quality output on budget and on time, disseminating as necessary and evaluating the success of the project.
- Supporting signatories in completing the fixed income and listed equity modules of the Reporting Framework, and reviewing their accompanying assessment based on signatory feedback.
- Identifying and attending relevant conferences, including speaking at or moderating panels and workshops. Developing such events where appropriate, in liaison with PRI's Signatory Outreach & Relations and Communications teams.

## Competencies required

- Practical experience of both equity and bond markets essential. Good general knowledge of responsible investment and traditional investment required; understanding of both the asset owner and investment manager perspective is desirable.
- An ability to guide signatories in implementation of the Principles. This requires a good working knowledge of responsible investment practice in fixed income (corporate and sovereign) and listed equity. Experience of passive and quantitative investment strategies desirable.
- Minimum one year of management experience. Ability to take responsibility for the performance and motivation of direct reports, sharing experience and knowledge to develop team members. Experience of managing contractors and consultants desirable.
- Ability to maximise resources, managing conflicting priorities to effectively meet deadlines, ensuring delivery is in line with organisational targets. Experience of setting and managing budgets.
- Excellent networking and relationship building skills. Ability to forge sustainable relationships

with industry leaders and decision makers.

- Excellent diplomatic skills. Able to take ownership of challenges or complaints and see them through to a successful resolution.
- Excellent project management skills. Ability to multi-task, running several projects at once, monitoring and checking progress of reports for quality purposes.
- Strong communication – written and verbal. Experience of speaking authoritatively to signatories or larger interested audiences, speaking on panels, moderating sessions and designing and running workshops. Experience of synthesising large amounts of complex information to clearly structure and produce documents.
- Excellent written and spoken English. Relevant language skills other than English an advantage, as is experience with and ability to understand and work in international and multi-cultural contexts.

To apply for this role, please send a CV (no more than 2 sides) and a short covering letter explaining why you are suited to the position to [careers@unpri.org](mailto:careers@unpri.org). Please attach your covering letter as a separate document, rather than in the email text.