

Position:	Equity and Capital Markets Officer
Function:	Equity and Capital Markets Risk Management and Strategy
Reports to:	Treasury Manager
Level:	IS-2

Position Objective *(Summary of placement in the function and broad responsibilities)*

The Green Climate Fund (GCF) is the world's largest climate fund and continues to grow in both size and complexity. In supporting countries aiming to achieve their nationally defined contributions to the Paris Agreement, GCF is financial product agnostic, providing the most flexibility to support investments. GCF is also exploring additional ways to raise capital to support its mission. Currently, over 30 billion dollars has been pledged to GCF and the fund has committed over 15 billion dollars to projects. This includes over 20 equity investments with a combined face value of over 1 billion dollars with large levels of co-financing. Each of these investments is unique and has been structured with an accredited entity. The Equity and Capital Markets (ECM) Officer is responsible for working with the Treasury Manager to understand the current portfolio of GCF's equity investments and collaborating with the Office of the General Counsel and Private Sector Facility to propose improvements to GCF's approach to these products in a way that optimizes access, transparency and control. The ECM Analyst will also work with the entire Chief Finance and Risk Officer's (CFRO) team to monitor developments in climate finance capital markets.

Duties and Responsibilities *(Functional statements defining the responsibilities and objectives)*

Purpose	Innovate	<ul style="list-style-type: none"> • Works with the Treasury Manager to design management tools for the current equity portfolio at GCF which includes, but is not limited to, risk, financial terms and conditions, and governance • Works with the Treasury Manager to propose changes to GCF's equity program that focus on scalability and controls • Supports the CFRO in the monitoring of climate finance capital market • Analyzes market research on the future development of capital markets in climate finance and prepares briefing notes for the CFRO team • Collaborates with colleagues across the CFRO office and the rest of GCF to help align the equity portfolio and capital strategy with GCF's broader objectives
Engagement	Advocate	<ul style="list-style-type: none"> • Supports Treasury engagement with the Executive Leadership Team to increase understanding and transparency of GCF's equity portfolio • Produces communications materials that highlight alternative capital opportunities for GCF and begin to outline secondary market appetite for GCF equity assets • Supports the CFRO's engagement with the Board and its committees to adapt GCF's policies and governance to an evolving capital strategy • Prepares reports on GCF's equity positions where appropriate
Delivery	Define Success	<ul style="list-style-type: none"> • Part of a team that communicates a clear capital strategy that gains stakeholder buy-in and begins implementation • Updated regulatory requirements of each of GCF's current equity positions • Assisted in drafting a comprehensive governance document for the origination and maintenance of equity deals within GCF that is supported by internal and external stakeholders • Contributed to a modified equity program that is scalable in a resource efficient and controlled manner

Requirements *(Education, experience, technical competencies required of the job)*

Education, Certifications, and Language Requirements

- Master's degree in Business Administration, Finance, Accounting.
- Certified Financial Analyst or equivalent certification preferred.
- Fluency in spoken and written English.

Experience

- A minimum of 4 years' experience in equity risk management and/or capital markets.
- Advanced knowledge of Oracle, Kyriba, Excel, Word, PowerPoint, Outlook, and business intelligence tools such as Power BI and Tableau.
- Experience in stakeholder engagement will be an added advantage.

Competencies

Demonstrates competencies for planning and organizing, teamwork, communication, judgement, strategy, controls, risk management, and building trust:

- Gathering relevant information and producing valuable insights.
- Works collaboratively with colleagues to achieve organizational goals.
- Clarifies expectations with partners and collaborators.
- Accurately judges the amount of time and resources needed to accomplish the mandate.
- Develops knowledge and familiarity in equity and capital markets across the organization.
- Ability to work independently in a dynamic and fast paced environment.
- Foresees risks and allows for contingencies when planning.
- Solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others.
- Delivers outputs for which one has responsibility within prescribed time, cost and quality standards.
- Considers all those to whom services are provided to be "clients" and seeks to see things from clients' point of view.
- Actively seeks to apply technology to appropriate tasks.
- Shows willingness to learn new and emerging technology.