



# Associate Professional – Financial Institutions

<b>Grade</b>	IS – 1	<b>Duty station</b>	Songdo, Incheon - Korea
<b>Contract type</b>	3 years	<b>Number of posts</b>	1
<b>Recruitment type</b>	International	<b>Closing date</b>	26 September 2017
<b>Unit</b>	Private Sector Facility	<b>Vacancy code</b>	GCF/Recruit/194
<b>Reporting to</b>	Financial Institutions Specialist		

The mission of the Green Climate Fund is to assist developing countries to respond to climate change while bringing prosperity to their peoples.

Established in 2010, the GCF invests in transformational climate projects in the developing world. The Fund makes an ambitious contribution to global climate action and channels significant financial resources into developing countries to help build low-emission and climate-resilient societies. It is country-driven and undertakes actions which reflect the circumstances of each country concerned and its national aspirations. The GCF is a key enabler of the 2015 Paris Agreement on Climate Change.

Since its establishment, the GCF has mobilized 10.3 billion USD, accredited 54 entities to channel its resources and approved 43 funding proposals. In addition, it has built up an extensive program to support developing countries identify their needs, in particular those who are most vulnerable to climate change impacts.

The GCF's diverse workforce is advancing its mission from its headquarters in South Korea. Our talented staff make unique contributions to the Fund, enriching the institution through their combined expertise and professional commitment.

We are looking to expand our team with more highly skilled and adaptable people who are driven by our mandate, people who appreciate challenges and know how to deliver and thrive in a fast moving, dynamic environment.

This is a unique opportunity for a highly-skilled and ambitious individual to be part of a new international organisation with exciting challenges that will shape thinking and action on climate change in developing countries and more broadly across the globe.

## Position description

The Fund's business model is to invest in climate change mitigation and adaptation projects and programmes in developing countries through international/regional/local accredited entities that will act as the Fund's agent. The Financial Institutions (FI) Associate Professional, as part of the Fund's Songdo-based headquarters team, will be responsible for assisting the team with a range of operational and analytical tasks necessary for the ongoing operationalization of the Fund with a focus on private sector FI transactions.

## Duties and responsibilities

Under the guidance of the Financial Institutions Specialist of Private Sector Facility, the Financial Institutions Associate Professional will be responsible for:

- Operational support in pipeline development, proposal review, investment proposal drafting and portfolio monitoring of FI transactions;
- Build, operate and review financial models and conduct related risk, sensitivity and scenario analyses;
- Perform second-level due diligence and risk analysis of financial institutions and the transactions;
- Liaise with domain-level specialists such as risk, legal, environment and social safeguards and gender within GCF to obtain their specific inputs on funding proposals;
- Analyze best practices for institutional performance by financial intermediaries, including the financial analysis and assessment of their business model, ranging from international commercial banks to local micro-finance institutions, among others;
- Gain market intelligence on trends of climate change financing by financial institutions, understanding the possible usage of concessional funds as incentives for catalyzing scale and innovation;
- Manage pipelines, deal sourcing mechanisms and processes;
- Support the development and drafting of business plans, policies and procedures as they pertain to FI programmes;
- Manage the process which relates to the incoming bids / responses to the issued RFPs; and
- Additional operation tasks assigned by his/her supervisor.

## Expected experience and qualifications

- Master's degree in a relevant field; MBA / CFA / Professional Designation preferred;
- At least 2 years of work experience in climate finance, structured finance, investment banking, corporate banking or rating agencies; and
- Experience of at least 2 years in the area of climate change (climate finance and climate policies) is advantageous;
- Proven work experience in structuring financial products in or with financial institutions, including for investments and risk management in sectors and areas relevant for climate change mitigation and adaptation;
- Knowledge of the evolving landscape in climate change and international development is essential;
- Experience in on-lending programmes and risk-sharing facilities is preferred;
- Executing deals in developing countries will be a bonus;
- Experience in other areas of finance is desirable; this role will be expected to provide support (back-up) to other Private Sector Finance Specialists and other specialists within PSF as and when necessary;
- Experience in building and managing intricate financial models, drafting and negotiating contracts, and drafting approval notes for investment and credit committees;
- Experience in identifying and managing risks associated with projects and programmes;
- Strong track record of working within cross functional teams to structure, drive and close deals;
- Passion about delivery and focus on results;
- Ability to take initiative, embrace and adapt to change; and
- Team player who actively collaborates with peers within the team and has the ability to coach and mentor junior team members; and
- Excellent written and oral communication skills in English are essential for this position; knowledge of another UN language an advantage.

## Required competencies

- Teamwork
- Client-orientation
- Creativity
- Planning & organizing
- Accountability

## How to apply

Interested candidates are requested to send their CV and a letter of interest in a **single PDF file** to:  
[recruitment@gcfund.org](mailto:recruitment@gcfund.org)

File name: “[last name], [first name]” (e.g. Peterson, Anna)

Subject line: “Associate Professional – Financial Institutions”

Upon submission of your application, you will receive an automatic e-mail acknowledging receipt of your application. Should you not receive a response, however, please check your spam/clutter mail before resubmitting your application. Please also ensure to use the correct spelling for the subject line of your e-mail. Thank you.

**Applications from women and nationals of developing countries are strongly encouraged.**