

Climate Bonds Initiative – Vacancy

Job: China Projects & Relationships Manager

Position: Full time - permanent

Salary: Competitive international NGO rate

Location: Beijing, China

Closing date: November 18th, 2016

About the Climate Bonds Initiative

The Climate Bonds Initiative is an investor-focused NGO working to mobilise the \$100 trillion global bond market for climate change solutions. The organisation is leading the development of innovative international climate finance solutions with global stakeholders including governments, investors, large companies and NGOs.

Our main work streams are green bond standards and certification, green bond data and market analysis, policy analysis, development and advocacy.

The Role

We are looking for a project & relationship manager to join us in China to:

- Support our ongoing relationships with government agencies and regulators, including the PBOC, the Green Finance Committee and various finance sector regulators.
- Develop and manage relationships with potential issuers of green bonds, including banks, state-owned enterprises, municipalities, and large corporates.
- Support potential issuers with advice on green bond issuance and Climate Bonds certification.
- Support verifiers on the verification process as part of Climate Bonds certification.
- Manage CBI projects and business in China with oversight from head office (in London) and frequent visits from other CBI staff.

Climate Bonds is a small team of people driven by a big mission. Every person assists the other work streams from time to time. We seek a passionate individual who is intuitive, flexible and readily able to prioritise and manage a multitude of tasks. In return you will be working within an organisation leading the development of innovative international climate finance solutions with global stakeholders including governments, investors, large companies and NGOs.

Key Tasks

- Arrange Climate Bonds Initiative activities in China, including content creation and support for workshops, conferences, bilateral meetings, etc.
- Liaise with regulators, banks, potential green bond issuers, partners, verifiers and other stakeholders in China.
- Provide support for the Climate Bonds Initiative team in developing new projects and/or partnership in China.
- Monitor and respond to incoming online/email information and external media requests.

Qualification and Experience

Essential

- Deep experience in financial markets and bond issuance.
- Strong abilities in communication and coordination, and to work independently.
- Proficiency in both Chinese and English.
- Relevant work experience in project management and implementation.
- Motivated and a self-starter who does not need constant management and oversight.
- Ability to manage, coordinate and prioritise across multiple tasks, projects and deadlines.

Desirable

- Experience with financial market regulation and financial market development in China.
- Knowledge and experience in environmental issues, climate change, climate finance and sustainability.

Next Steps

More information on the Climate Bonds Initiative can be found at www.climatebonds.net (or click [here](#)).

Applications including a cover letter and a CV (in English) should be sent to Lily Dai (lily@climatebonds.net) referencing **China Projects & Relationships Manager** in the subject line.

Application Closing Date: November 18th, 2016

气候债券倡议组织职位空缺

职务：中国项目与关系经理

职位：全职-永久合同

薪资水平：有竞争力的国际非营利组织待遇水平

工作地点：中国，北京

申请截止日期：2016年11月18日

关于气候债券倡议组织

气候债券倡议组织是一个关注投资者的非营利组织，致力于动员全球 100 万亿美元的债券市场，以应对气候变化。它在全球范围内与包括政府，投资者，大型企业和非政府组织在内的利益相关方合作，引领创新性的国际气候金融解决方案发展。

我们的主要工作内容包括绿色债券标准和认证，绿色债券数据和市场分析，政策分析，发展和倡议。

职位角色

我们在中国招募项目与关系经理，主要负责：

- 支持和维护气候债券倡议组织与政府和监管机构的关系，包括中国人民银行，绿色金融专业委员会和其它金融监管机构。
- 拓展和管理与潜在绿色债券发行人的关系，包括银行，国有企业，市政部门和大型企业。
- 为潜在发行人提供绿色债券发行和气候债券认证方面的建议咨询。
- 根据气候债券认证机制支持核查机构开展核查。
- 管理气候债券倡议组织在中国的项目和业务，接受位于伦敦总部的管理并协调其他地区同事的经常性到访。

气候债券倡议组织虽是一个小规模团队但却具有宏大的使命。我们的员工在工作中相互协助。我们希望寻找具有敏锐直觉，具有弹性和时刻准备迎接多项任务挑战且具备激情的个人。你所能收获的是，在这个引领创新性国际气候金融解决方案的机构中，与包括政府，投资者，大型企业和非政府组织在内的利益相关方一起工作。

主要职责

- 安排协调气候债券倡议组织在中国的活动，包括实现内容产出和支持研讨会，大型会议，双边会议等的开展。
- 与监管机构，银行，潜在绿色债券发行人，合作机构，核查机构和其他中国利益相关方联系沟通。
- 为气候债券倡议组织在中国拓展新项目和伙伴关系提供支持。
- 对在线 / 邮件信息及外部媒体需求进行关注和回应。

任职要求

基本要求

- 具有金融市场和债券发行的丰富经验。
- 具备优秀的沟通和协调能力和独立开展工作的能力。
- 能够熟练地使用中英文。
- 具有项目管理和执行方面的相关工作经验。
- 在没有经常性的管理和监督下，具备自我激励和管理的能力。
- 具备管理，协调和对多任务，项目和期限进行优先处理的能力。

优先条件

- 具有中国金融市场监管和金融市场开发的相关经验。
- 具有环境议题，气候变化，气候金融和可持续发展方面的知识和经验。

申请职位

更多有关气候债券倡议组织的信息请参见 www.climatebonds.net 或 [点击这里](#)。

职位申请以“**China Projects & Relationships Manager**”为邮件主题，请将英文简历及求职信发至 Lily Dai (lily@climatebonds.net)

申请截止日期 2016 年 11 月 18 日