

Foundation for the Global Compact

Job Opening | Integrity – ESG Analyst Consultant



Posting Title: Integrity – ESG Analyst Consultant (1 April 2020– 31 July 2020)

Location: New York, NY

POSITION SUMMARY

The Integrity-ESG Analyst Consultant will support the support and contribute to safeguarding the integrity of major events planned for the 20th anniversary of the initiative and by conducting due diligence of companies and ESG research. The candidate will report to the Integrity Coordinator and be responsible for assisting in the implementation and dissemination of a resource package to support more tailored programmatic engagement for companies with integrity issues.

DUTIES AND RESPONSIBILITIES

- Support the Integrity team in conducting due diligence reviews of companies for high-level engagement opportunities. This would include conducting ESG research, developing memos and presenting final recommendations.
- Work closely with the Events and Fundraising teams to identify and address potential integrity risks regarding Leaders Summit (June 2020) as it relates to fundraising and promotional campaigns.
- Assist in the implementation and dissemination of a resource package to support more tailored programmatic engagement for companies with integrity issues.
- Monitor the news to identify potential integrity concerns regarding Global Compact participants and develop memos to support decision-making.
- Provide general support with collecting data and information to inform the content of the integrity section for quarterly management reports.
- Collaborate with Global Compact Local Networks and with the Global Operations team to analyze integrity issues and support the development of action plans to address them both at the global and local level.
- As needed, conduct research on integrity matters of various nature concerning Global Compact participants on specific issue areas around the Ten Principles.
- Support efforts to increase awareness of integrity policies and procedures.
- Perform administrative tasks and other duties as assigned.

RESULTS EXPECTED

Overall, the Consultant will support and contribute to safeguarding the integrity of major events planned for the 20th anniversary of the initiative, including the Leaders Summit and fundraising campaigns. The Consultant will also help in the development of a resource package to support companies with integrity issues and provide general support in key administrative tasks.

CORE VALUES:

- **Integrity:** Demonstrates the values of the United Nations in daily activities and behaviors; acts without consideration of personal gain; resists undue political pressure in decision-making; does not

Foundation for the Global Compact

Job Opening | Integrity – ESG Analyst Consultant



abuse power or authority; stands by decisions that are in the Organization's interest, even if they are unpopular; and takes prompt action in cases of unprofessional or unethical behavior.

- **Professionalism:** Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; and remains calm in stressful situations.
- **Respect for Diversity:** Works effectively with people from all backgrounds; treats all people with dignity and respect; treats men and women equally; shows respect for and understanding of diverse points of view and demonstrates this understanding in daily work and decision-making, examines own biases and behaviors to avoid stereotypical responses, and does not discriminate against any individual or group.

EDUCATIONAL AND EXPERIENCE REQUIREMENTS

- **Education:** Master's degree (or international equivalent) preferable in the international relations, political studies, law, economics or business administration or related field.
- **Work experience:** 2 -3 years of experience of conducting risk assessments or ESG research and analysis. Strongly prefer candidates with experience in assessing corporate sustainability practices or with using information from ESG due diligence providers. Experience in writing legal memos or policy documents are desirable, but not required. Strong communication, inter-personal and time management skills are a must, as well as organizational skills.
- **Languages:** Fluency in English is required. Knowledge of another UN official language is an advantage.

RECRUITMENT PROCESS

- Please include the following materials in your e-mail submission to UNGC2@unglobalcompact.org with the subject heading "Integrity- ESG Analyst Consultant":
 1. Cover Letter
 2. Resume/CV
- Applications will be accepted until **31, March 2020**.
- Given the anticipated volume of submissions, only highly qualified candidates will be contacted. No phone calls or unsolicited emails outside of the submission process.
- Applicants must be authorized to work in United States. The Foundation for the Global Compact does not sponsor work visas

Interested in learning more about the UN Global Compact? Click [here](#) to sign up for our monthly Bulletin!