

NYC OFFICE OF THE COMPTROLLER**JOB VACANCY NOTICE**

Title:	ESG Integration Officer
Salary:	\$110,000 – \$133,900
Bureau/Division:	Bureau of Asset Management
Period:	March 15, 2022 – Until Filled

JOB DESCRIPTION

The Bureau of Asset Management (BAM) is responsible for oversight of the investment portfolios of the New York City Retirement Systems (Systems) totaling over \$270 billion in assets. The portfolio is managed primarily by external investment managers and is largely invested in publicly-traded securities with additional allocations to private equity, real assets, hedge funds, and opportunistic fixed income investments.

Reporting to the Chief ESG Officer and working closely with the Bureau of Asset Management staff, the responsibilities of the position include, but are not limited to:

- Advise on strategies and recommendations for the Chief Investment Officer (CIO) on how BAM can most effectively integrate Environmental, Social and Governance (ESG) factors (including climate change; environmental sustainability; diversity, equity and inclusion; human rights, labor, income inequality, racial and gender justice, and other issues) in processes for asset allocation, manager selection and monitoring, and risk management across asset classes;
- Identify and develop ESG integration approaches that drive meaningful improvement in corporate behavior to generate positive measurable impacts along with real world change and sustainable and equitable business models in order to create and improve long-term value;
- Develop and implement capabilities and frameworks within BAM, the Office of ESG and the asset class teams to assess the quality, credibility and impact of investment managers' ESG processes and practices, in particular differentiating among them based on the strength and durability of managers' commitment to integrating ESG in investment decision-making; and provide training to BAM staff on such frameworks;
- Participate in ESG due diligence and monitoring of investment managers, in collaboration with BAM staff; research, evaluate and analyze ESG data frameworks (e.g. SASB, GRI, SFDR, GRESB, SDGs, etc.) to inform construction of an ESG structure for evaluating and monitoring investment managers across asset classes;
- Maintain awareness of latest developments in ESG data and metrics and share updates with BAM staff; assist in liaising with ESG data providers; develop and manage ESG reporting including Principles for Responsible Investment (PRI) annual report;
- Engage with industry to identify and develop best practices and ideas; lead or assist in collaborations with partners such as like-minded investors and organizations to which BAM and the Systems belong (e.g., PRI, CERES, CII and ILPA) as well as others in which participation may be beneficial;
- Perform other related assignments or special projects as may be required.

MINIMUM QUALIFICATION REQUIREMENTS

1. BA/BS degree from an accredited college or university with major studies in business, finance, economics or a closely related field and five (5) or more years of progressively responsible experience in an investment or client services role for a comparable financial services organization; **or,**
 2. A graduate degree from an accredited college or university in the fields mentioned above and three (3) or more years of progressively responsible experience described in "1" above; **or,**
 3. A satisfactory equivalent of education and experience mentioned above.
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PREFERRED SKILLS IN ADDITION TO MINIMUM QUALIFICATIONS

- MBA, CFA, or CAIA;
 - Knowledge and skills related to institutional investment management;
 - Experience in leadership or organizing roles with EGS-related programs;
 - Strong writing, analytical and oral communication skills;
 - Strong organizational and presentations skills with the ability to represent the Systems and BAM appropriately to diverse groups;
 - Ability to work both independently and collaboratively in a team environment;
 - Self-motivated with the ability to prioritize, meet deadlines and manage changing priorities.
 - Strong quantitative skills and Excel and PowerPoint skills.
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TO APPLY, GO TO: Employment Opportunities at www.comptroller.nyc.gov

The selected candidate will be subject to the financial disclosure requirements of the office's Personal Trading Policy.

Note: We appreciate every applicant's interest; however, only those under consideration will be contacted. Certain residency requirements may apply. Under Executive Order 75, all new City employees are subject to mandatory vaccination requirements. Vacancy notices listed as "Until Filled" will be posted for at least five workdays.

POSTING DATE: March 15, 2022	POST UNTIL: Until Filled	JVN: 015/022/054R
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The NYC Comptroller's Office is an Equal Opportunity Employer