

**Job Description****Head of the Green Finance, Investment and Global Relations Division ( 15968)****Application Closing Date** 28-02-2023, 11:59:00 PM

The Organisation for Economic Co-operation and Development ([OECD](https://www.oecd.org/)) is an international organisation comprised of 38 member countries, that works to build better policies for better lives. Our mission is to promote policies that will improve the economic and social well-being of people around the world. Together with governments, policy makers and citizens, we work on establishing evidence-based international standards, and finding solutions to a range of social, economic and environmental challenges. From improving economic performance and creating jobs to fostering strong education and fighting international tax evasion, we provide a unique forum and knowledge hub for data and analysis, exchange of experiences, best-practice sharing, and advice on public policies and international standard-setting.

The OECD Environment Directorate (ENV), in line with the strategic objectives of the Secretary-General, provides relevant and timely information, analysis and advice to support governments in identifying and implementing the environmental policies needed to support cleaner, more resource-efficient and low-carbon green growth paths. The Directorate currently comprises approximately 190 staff members (economists, statisticians, scientists, engineers, administrative staff, consultants and trainees) working across a broad range of environmental issues such as: green growth, climate change, biodiversity, water, eco-innovation, circular economy, resource productivity and waste, environmental policy tools and evaluation, safety of chemicals, biotechnology and nanomaterials, and linkages between environment and tax, agriculture, transport, development assistance, trade and investment policies. For more information, please refer to [www.oecd.org/env/](https://www.oecd.org/env/).

ENV is looking for a dynamic Head of Division to manage the [Green Finance, Investment and Global Relations] Division. As a key member of the management team of ENV, s/he will work closely with the Director and Deputy Director and the ENV management team to advance and provide strategic direction to ENV's work, and work closely with the Office of the Secretary-General (OSG) and the rest of the Organisation in the development and implementation of initiatives and strategies to advance the implementation of OECD advice in Member and partner countries.

**Main Responsibilities****Leadership**

- In line with the strategic orientations of the Secretary-General, contribute to the identification of policy priorities and appropriate research methodologies, as well as increase the relevance of work undertaken in light of the evolving needs of governments, in the areas of green finance and investment, and environmental development in non-Member countries. This will include overseeing work of the GREEN Action Task Force, a body that guides improvement of environmental policies in transition economies in Eastern Europe, Caucasus, and Central Asia (EECCA).
- As a member of the Environment Directorate's Senior Staff, contribute to the maintenance of an integrated and strategic overview of the work contained in the Environment Programme.
- Provide clear advice in the following areas: the development of policies and strategies for green finance and investment, environment-development linkages as well as contribute to the positioning of the OECD externally as a source of relevant policy advance and analysis in the field.
- Develop strategic advice on the Environment Directorate's global relations with non-Member countries (i.e. Partner countries) ensuring close links with the Global Relations and Cooperation Directorate.
- Work closely with the team leaders and programme managers within the Division to ensure the preparation of high-quality proposals, reports and documents for the OECD Environment Programme of Work and the GREEN Action Task Force, in coordination with other Divisions, national government delegates and other International Organisations.
- Ensure that administrative support is provided to the relevant Working Parties under the OECD Environment Policy Committee, and other OECD bodies responsible for the work on green finance and investment, including its environment-development linkages, global relations with non-member countries and work under the GREEN Action Task Force.
- Organise meetings and conferences in collaboration with national government delegates and other International Organisations.

### Management and supervision

- Design and manage the activities of the Environment Programme on green finance and investment, and their environment-development linkages and activities of the GREEN Action Task Force.
- Provide leadership and supervision to a Division of about 35 staff members and ensure that the Division's human, technical and financial resources are applied effectively and efficiently.
- Develop and manage the work programme and budget of the Division, including raising voluntary financial and in-kind contributions to support the work.

### Representation and liaison

- Oversee the dissemination of information and findings from the Division's projects through publications, professional journals and presentation to international fora, and represent the OECD at international meetings and conferences.
- Provide advice and briefings to the Director, Deputy Directors and colleagues within the Organisation on new and ongoing activities in the work areas of the Division and global relations efforts.
- Communicate and co-ordinate activities with other Divisions in the Environment Directorate, other OECD Directorates, International Energy Agency (IEA), International Transport Forum (ITF), and other intentional organisations (in particular the UN-ECE with regards to the work of the GREEN Action Task Force). Foster effective working relationships with other external entities.

### Ideal Candidate Profile

#### Academic Background

- An advanced university degree in economics, law, environmental management or related areas, with a good understanding of economics.

#### Professional Background

- Extensive experience in the development and/or implementation of environmental policies at a senior level and green finance and investment policies and projects in the OECD and non-OECD country contexts. Substantial experience in dealing with international environmental issues and the interface of finance/investment and environmental sustainability.
- Experience in intern-governmental processes at the international level.

#### Languages

- Fluency in one of the two OECD official languages (English and French) and knowledge of, or a willingness to learn the other.
- Knowledge of other languages, in particular in the EECCA region, would be an asset.

#### Core Competencies

- For this role, the following competencies would be particularly important: Achievement focus, Analytical thinking, Drafting skills, Flexible thinking, Managing resources, Teamwork and Team leadership, Client focus, Diplomatic sensitivity, Influencing, Negotiating, Organisational knowledge, Developing talent, Organisational alignment, Strategic networking, Strategic thinking.
- Please refer to the level 5 indicators of the [OECD Core Competencies](#)

#### Contract Duration

- 2 years fixed term appointment, with the possibility of renewal

#### What the OECD offers

- Monthly base salary starting from 11,079.3 EUR, plus allowances based on eligibility, exempt of French income tax.
- [Click here](#) to learn more about what we offer and why the OECD is a great place to work.
- [Click here](#) to browse our People Management Guidebook and learn more about all aspects relating to people at the OECD, our workplace environment and many other policies supporting staff in their daily life.
- Please note that the appointment may be made at a lower grade based on the qualifications and professional experience of the selected applicant.

#### Selection Process

For retained candidates, written tests/video-recorded interviews are foreseen for March and panel interviews are planned for late April/May.

Please note that our Rules and Regulations stipulate that the mandatory retirement age is 65.

The OECD is an equal opportunity employer and welcomes the applications of all qualified candidates [who are nationals of [OECD member countries](#)]\*, irrespective of their racial or ethnic origin, opinions or beliefs, gender, sexual orientation, health or disabilities.

The OECD promotes an optimal use of resources in order to improve its efficiency and effectiveness. Staff members are encouraged to actively contribute to this goal.