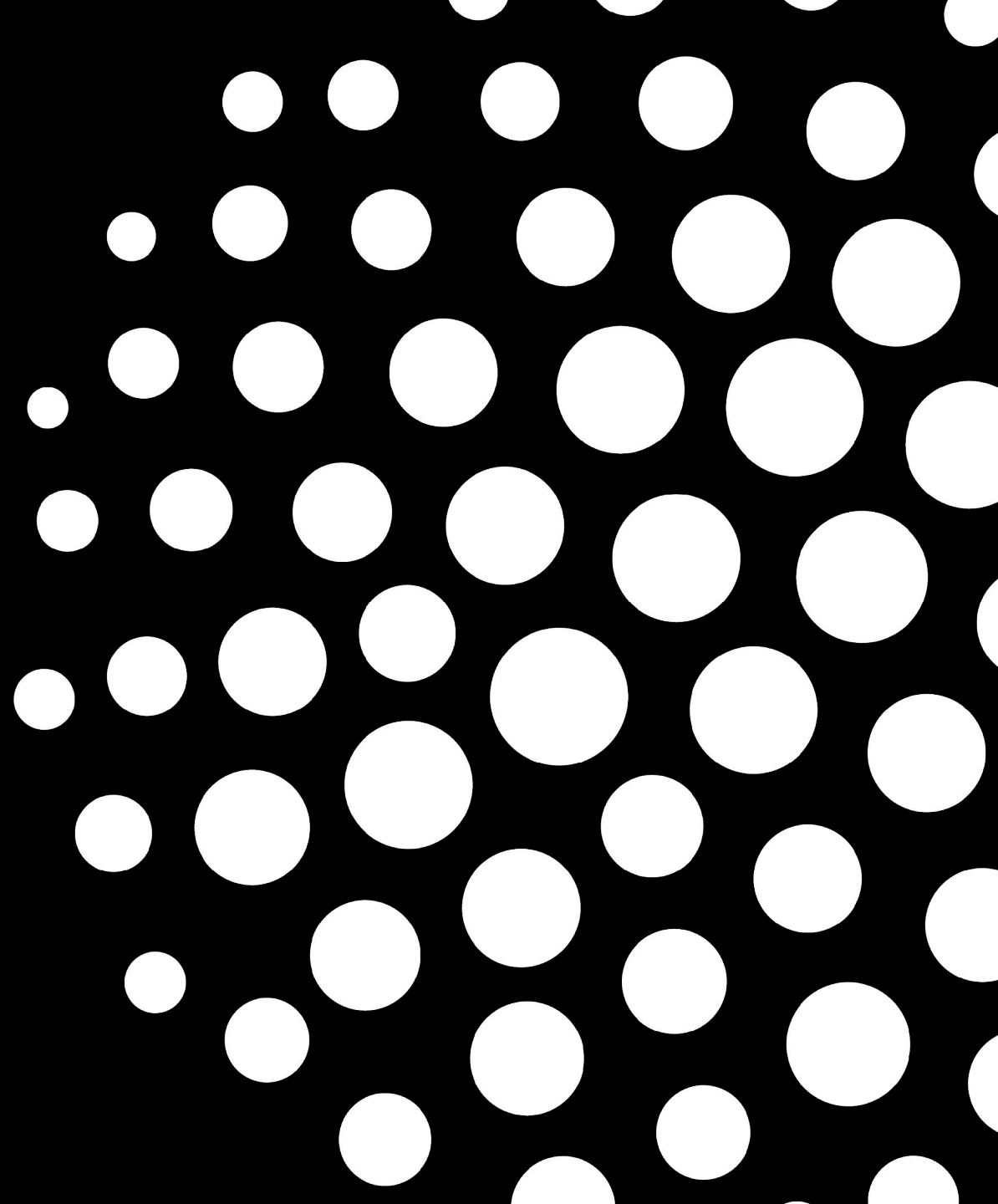


# Project Manager (Forest IQ) Corporate Performance

April 2024



# Welcome to Global Canopy

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**We are so pleased you found us.** Global Canopy is an ambitious, creative and dynamic not-for-profit targeting the market forces destroying nature.

Our special focus is on ending global deforestation, most of which is driven by agricultural expansion for commodities like beef, soy and palm oil that end up in products we all use every day.

In fact, our research shows that \$6 *trillion* in private finance each year is driving this destruction – including 20% of the money that we all put into our pensions.

This is a major driver of climate change, of biodiversity loss and of human rights abuses. To tackle this we deliver radical transparency through our award-winning data platforms, detailing how consumer markets are linked to nature loss.

We enable major companies, investors and governments to take positive action, and we help campaigning organisations and investigative journalists shine a light on those not doing

enough. And we help policymakers to design laws that make it mandatory for the private sector to change.

We are now growing rapidly as an organisation – expanding our work and teams in key geographies like Brazil and South East Asia. And we are deepening our relationships with major investor networks as we redouble work to remove deforestation and nature-related impacts from lending and investment portfolios worldwide.

As part of our team, you will be at the heart of global efforts to tackle the intertwined climate and nature crises. And you will find yourself surrounded by engaged, positive and committed colleagues determined to make a difference.

Please join us, this is urgent.

**Niki Mardas**, Executive Director







# About Global Canopy

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Global Canopy is a data-driven not for profit delivering real transparency and accountability for market impacts on nature and people. Our special focus is on ending deforestation – an essential step in achieving urgent global goals on climate, nature and human rights.

We deliver our work via three main strategies:

1. on **open data** (including via major global data platforms like [Trase](#), [Forest 500](#), [Forest IQ](#), and [ENCORE](#));
2. on creating stronger **voluntary and compliance frameworks** to address nature loss (we are a founding partner of the [TNFD](#));
3. and on accelerating **accountability and action by the finance sector** towards deforestation-free portfolios.

Our platforms, data and insights are relied upon by Fortune 500 companies, major financial institutions, national and regional governments, and some of the most effective campaigning organisations worldwide.

We work globally, with a focus on both forested regions (particularly across Latin America and South East Asia), and major consumer and financial markets (with a focus on Europe, the US, Singapore and China).

We have a distributed team of around 60 people worldwide, with a main office in Oxford (UK). We work via close and deep partnerships, including with institutions like the Stockholm Environment Institute, the UN Climate Change High-Level Champions, UNEP Finance Initiative, the World Conservation Monitoring Centre, the Zoological Society of London, and many many others.



# Corporate Performance

A growing number of companies and financial institutions are seeking to mitigate their impacts on nature. But many have made commitments that are not being met, and others are failing to take any action at all. Through our Corporate Performance work and **Forest 500 project**, we assess the policies and performance of influential companies and financial institutions. Our newly launched **Deforestation Action Tracker** monitors financial institutions with significant climate commitments to track their action on deforestation and associated human rights abuses. We also support financial institutions and investors by providing a suite of guidance including our **Deforestation-free finance Roadmap**, **Pensions Guidance** and our **Deforestation-free investment mandate**. And we support the finance sector, policy makers and other stakeholders by providing market-leading data on deforestation and ESG metrics through our **Forest IQ project**.



# Forest IQ

This newly created role will be part of our **Corporate Performance** team and will lead on the next phase of a groundbreaking project.

Forest IQ provides major data-service providers and financial institutions with market-leading data about corporate performance on deforestation, conversion of natural ecosystems and associated human rights abuses. This will enable financial institutions to identify risks and opportunities to help them to deliver deforestation free portfolios by 2025.

Developed in partnership between Global Canopy, the Stockholm Environment Institute and The Zoological Society of London (ZSL), and with support from the Norwegian Government, the database brings together high quality datasets on those companies most exposed to these commodity supply chains driving deforestation throughout the value chain.

This data is from Forest 500, Trase, ZSL SPOTT, CDP, FAO and certification schemes such as RSPO. It is combined to generate core metrics, aligned to the Accountability Framework's common methodology, for each company on: deforestation exposure, materiality and policy commitments and reported implementation. These core metrics allow an investor to compare companies both upstream and downstream, using a standard set of indicators.

The metrics and database have been developed alongside a working group of 10 major financial institutions, including some of the world's biggest banks and asset managers. With feedback from the working group, and as data improves on these issues more datasets will be added to strengthen the metrics and increase company coverage of the database.

Forest IQ's comparable metrics enable investors to better understand their cross-portfolio deforestation exposure and act accordingly. It supports activities such as:

1. Portfolio creation, screening and benchmarking
2. Engagement and stewardship
3. Due diligence
4. Policy development and implementation
5. Exclusion screening

Launched to the public in November 2023, we are now developing our open data offer as well as rolling out a commercial subscription structure to ensure sustainability of the database into the long term.

Given its co-creation with leading data providers and major financial institutions, Forest IQ has the potential to play a transformative role in bringing deforestation into the mainstream risk management landscape for finance.

# The role: overview

This role sits under the Forest IQ team, along with two researchers and the Forest IQ Lead. This role will support the operational smooth running of the team, with a particular focus contracting and onboarding Forest IQ's users.

About the role:

- As the project manager for Forest IQ you will set up and manage operational processes. This is a new role and you will have the opportunity to help design these processes.
  - Key to the role is also taking responsibility for various aspects of contract management such as reviewing, drafting and finalising project contracts and contracts with collaborating partners and subcontractors.
  - During each contracting process, you will manage user requests for amendments to licencing, highlighting these requests to the management team and liaising with legal support as appropriate.
  - You will work with Global Canopy's Finance Team to implement and deliver a smooth invoicing system, including issuing invoices to paying licenced users
- You will also ensure a smooth transition from completed contracting to onboarding for new users.
  - Developing and implementing effective user management processes, Collecting and assisting with the processing and implementation of user feedback to support the team's monitoring, learning and evaluation processes
  - Identify project delivery risks and issues relating to responsibilities of the position and provide timely communication to the programme team to ensure they are addressed effectively
  - You will also manage the Forest IQ inbox, responding to general enquiries and triaging specialist questions to relevant team members
  - As part of a busy team, you will also assist the Forest IQ team with day-to-day operational tasks, such as organising meetings, setting up project management tasks on our internal task management system (Asana) and general ad hoc tasks to support the team as needed.

# About you

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## To be successful in this role, these are the things that will matter the most:

- A track record of managing project operations to a high standard, particularly around contracting or licensing
- Able to work with both external and internal stakeholders, delivering clear and professional communication
- Able to work to support a variety of different team members including data scientists, researchers, finance business partners, and operations
- A willingness to contribute to all aspects of Forest IQ's operations
- Proactive attitude, motivated by impact and making Forest IQ a success
- A strong drive to contribute to our mission, a passion for sustainability and the role that the finance sector can play to drive change

## Skills and experience:

- Comprehensive project management skills - adaptable to support different sub teams (e.g. research, management, finance)
- Contracts / data licence management
- Attention to detail and accuracy
- Time management and organisational skills
- Interpersonal and communication skills
- Experience with project management software, CRM and or / accounting software is desirable
- Customer service skills would also be desirable



# Salary & benefits

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## **Salary**

£35,000 - £40,000 full time equivalent

This role sits within Band E on Global Canopy's remuneration framework.

## **Nature of contract**

Full time, Permanent. We are a flexible employer and welcome candidates wishing to work flexibly.

## **Base**

Our office is in Oxford, with flexible home-working arrangements in place.

## **Holidays**

36 days (including bank/public holidays) for discretionary use across the annual leave year. Option to purchase up to an additional 5 days or equivalent of one week's leave.

## **Pension**

Employer pension contribution of 6%.

## **Healthcare cashback plan**

Covering dental fees, eye-care, wellbeing, physiotherapy, chiropody and much more – for you and any children.

## **Employee Assistance Programme**

Which provides free, confidential advice on personal and legal matters.

## **Other**

Huge range of discounts and cashback deals at gyms, restaurants, holidays, and much more.

# Our values

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As an organisation committed to achieving system-wide change, we operate in a challenging environment. Our organisational values help guide our ways of working and keep us accountable to these standards:

**Entrepreneurial** – We develop bold new ideas to catalyse system wide change.

**Impactful** – We learn from what works, hold ourselves and others accountable and work in collaboration with others.

**Inclusive** – We celebrate diversity, value teamwork and support individuals to fulfil their potential.

**Clear** – We listen actively, think critically and communicate with clarity.



# How to apply

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To apply for the position, please use this [link](#) and submit an up-to date CV and covering letter.

The covering letter should explain your motivation for the role, and how your skills and experience fit the person specification. (Please no more than 1 side of A4).

All candidates are asked to complete an anonymous diversity monitoring form when they apply.

The closing date for applications is **29 April 2024 at 9am BST**. Early application encouraged. We may close applications early if suitable candidates are identified.

Screening calls are provisionally planned for w/c 6th May, and will be conducted remotely via a video call.

At Global Canopy, we value diversity and inclusion. You can read our diversity statement on our [website](#). We encourage applications from all backgrounds and are committed to having a team with a diverse set of skills, experiences and abilities.

Global Canopy works on issues of global deforestation. We are particularly interested in strengthening our team to include those with a background from forest regions such as Latin America and South East Asia. We would welcome applications from people from these regions.

If you have any questions about the position, then please contact: [hr@globalcanopy.org](mailto:hr@globalcanopy.org).

Applicant data will be managed in accordance with the candidate privacy policy available on our [website](#).

# Thank you

**HR Team**

[hr@globalcanopy.org](mailto:hr@globalcanopy.org)

Find out more at [globalcanopy.org](http://globalcanopy.org)