

Compliance Manager

Location: United Kingdom / Germany

About the SBTi:

The Science Based Targets Initiative (SBTi) is a corporate climate action organization that enables companies and financial institutions worldwide to play their part in combating the climate crisis. We develop standards, tools, and guidance that allow companies to set greenhouse gas (GHG) emissions reduction targets in line with what is needed to keep global heating below catastrophic levels and reach net zero by 2050 at the latest. The SBTi is incorporated as a UK charity, with a subsidiary SBTi Services Limited, which hosts our target validation services (together with SBTi, the “SBTi Group”). Partner organizations who facilitated SBTi’s growth and development are CDP, the United Nations Global Compact, the We Mean Business Coalition, the World Resources Institute (WRI), and the World Wide Fund for Nature (WWF).

For more information please visit www.sciencebasedtargets.org

Your Role:

The SBTi is looking for a Compliance Manager to join the Compliance Team.

This is a full-time remote working role based in the UK or Germany. The salary for this role will be dependent on location and level of experience. This role is a fixed-term contract for 12 months with the possibility of extension. Interested candidates should be legally allowed to work in the countries specified.

The SBTi cannot sponsor any working visas.

Your Team:

You will be one of two Compliance Managers at the SBTi who work cross-departmentally and report directly to the SBTi Compliance Director.

Responsibilities

- Drafting and supporting the implementation of the SBTi Policies and procedures including training to the SBTi on Whistleblowing, Safeguarding, and Conflicts of Interest
- Developing internal control documents
- Establish formal monitoring systems for SBTi-wide implementation of compliance.
- Tracking, reviewing, and responding to complaints, allegations, and appeals, including ensuring incidents are actioned and documented appropriately
- Working cross-departmentally to respond to compliance issues and queries
- Conducting risk assessments and developing mitigation measures
- Reviewing regulatory changes to support the continued alignment of the SBTi
- Day-to-day management of the SBTi compliance system



Your Experience (Required)

- Minimum of 5 years experience in compliance, legal, and/ or certification
- Knowledge of the regulatory environment in which the SBTi operates
- Experience working for a formal voluntary standard-setting body
- Solid understanding of risk and compliance principles and frameworks
- Demonstrated experience responding to complaints, allegations, and appeals
- Experience performing organizational risk assessments
- Ability to use Google Drive and Microsoft Office Packages including Word, Excel, and PowerPoint to an intermediate level
- High ethical standards, methodical and diligent while keeping in mind the values and objectives of the SBTi
- Highly developed analytical skills for both qualitative and quantitative data
- English language fluency
- Experience with remote working
- Experience working across multiple departments and timezones

Your Qualifications

- Bachelors or Masters Degree in a relevant field

What we offer:

- Working in one of the most successful and fastest-growing initiatives driving climate action;
- Exciting and challenging tasks in a dynamic, international, innovative, and highly motivated team;
- Training and development;
- Attractive holiday package.

The deadline for applications is **January 10th, 2025**

If you are interested, please apply [here](#)

The SBTi is an equal opportunity employer - committed to building an inclusive workplace and diverse staff, where all can thrive. We welcome and strongly encourage applications from candidates of all identities and backgrounds, and do not discriminate based on race, color, religion, gender or gender identity, sexual orientation, national origin, disability, or age.