



Duty Statement

Classification: **Investment Officer III**

Position Number: **275-091-4695-003**

HCM#: **4189**

Branch/Section: **Investment Office/Sustainable Investments**

Location: **Sacramento, CA**

Working Title: **ESG Analytics Specialist**

Effective Date: **September 1, 2024**

Collective Bargaining Identifier (CBID): **R01**

Supervision Exercised: Yes No

Telework: Office-Centered Remote-Centered Not Eligible

CalPERS is the nation's largest public pension fund with equity and income investments in both domestic and international markets through both private and public investment vehicles. The Investment Office (INVO) is responsible for investment and daily management of CalPERS assets. INVO invests in stocks, bonds, real estate, private debt, and private equity, utilizing a wide array of instruments and vehicles to generate the best total returns on a long-term basis at an acceptable level of risk.

The Sustainable Investments (SI) Program collaborates with each asset class to manage risks and identify opportunities through a sustainability lens, integrating key Environmental, Social, and Governance (ESG) factors into investment processes. These efforts aim to enhance the long-term sustainability and resilience of the Total Fund.

Under the direction of the Investment Manager (IM) and Associate Investment Manager (AIM), the ESG Analytics Specialist (Investment Officer III) will support the integration of ESG analysis across public asset classes. The IO III will maintain a positive team environment while demonstrating CalPERS' Core Values—Quality, Respect, Integrity, Openness, Accountability, and Balance—in line with CalPERS Investment Beliefs.

Essential Functions

Regular and consistent attendance in the office at least three days a week for teamwork, in-person collaboration, personal interactions with members, stakeholders, and other team members, cross-functional communications within CalPERS. In-person collaboration is essential to promote and foster innovation, creativity, and complete engagement by the team. Coordinating work in person allows the teams to stay functional and aligned with the work of others. Being present in the office is essential to allow for immediate accessibility for discussions, questions, mentoring, or strategy sessions between team members.

- 35% Onsite¹ and virtually, design, develop, and deploy a sustainability risk dashboard to evaluate material ESG factors across CalPERS' portfolio. Implement data quality controls and work with providers to resolve anomalies. Regularly assess ESG risks and provide actionable insights to improve portfolio resilience. Stay current on global sustainability reporting best practices, regulatory requirements globally, and analytics offerings. Collaborate with portfolio management staff to address their sustainability needs and update the dashboard accordingly. Monitor sustainability factors and their impact on fund performance.

- 35% Onsite and virtually, use applications and programming languages such as Excel, VBA, Python, Power BI, and SQL to design, develop, and deploy a comprehensive climate risk dashboard. This dashboard will support the assessment of physical and transition risks, as well as opportunities related to climate change in CalPERS' portfolio. Incorporate climate-related financial disclosures and metrics from frameworks like TCFD and GRI. Monitor and report on climate change themes risks and performance trends, providing regular updates to management. Collaborate with climate experts and analytics providers to stay current on climate science and risk assessment methodologies.

- 15% Onsite¹ and virtually, analytically support the due diligence and selection of climate-themed active investment strategies in the public equities and fixed income asset classes, including validating and analyzing historical performance and risk relative to appropriate benchmarks, using analytical tool such as FactSet or Bloomberg. Support the production of investment committee recommendation memos. Support the monitoring of active strategy investments recommended by the Sustainable Investments unit, ensuring the strategy is run according to mandate expectations.

- 15% Onsite and virtually, contribute to general projects in the Sustainable Investments unit and ad-hoc requests, reports, and deliverables. Manage competing priorities and work effectively without close supervision; and help prepare and present agenda items to the investment committee of the Board of Administration.

Working Conditions

- ¹ This position is designated as office-centered and works primarily onsite at the Sacramento, CA - Headquarters at least three weekdays.
- Enter text.

Conduct, Attendance and Performance Expectations

- Ability to maintain consistent attendance.
- Ability to demonstrate punctuality, initiative, and dependability.
- Ability to model and support CalPERS Core Values (Integrity, Accountability, Respect, Openness, Quality and Balance).
- Ability to model CalPERS Competencies and demonstrate proficiency in; Collaboration, Leading People, Leading Change, Driving Results, Business Acumen, Communication, and Leading Self.

I have read and understood the duties and essential functions of the position and can perform these duties with or without reasonable accommodation.

Employee Name (Print):

Employee Signature: _____ **Date:**

I certify that the above accurately represent the duties of the position.

Supervisor Signature: _____ **Date:**