JOB DETAILS

Job Title	: Manager: Sustainability Risk Management and Reporting
Division	: Strategy and Stakeholder Relations
Unit	: SMCP Research & Intelligence
Remuneration	: R1 144 393,21
Job Type Classification	: Permanent

MAIN PURPOSE OF THE JOB

To lead the development and execution of sustainability risk and opportunities management, sustainability reporting (including on SDGs and ESG), and carbon accounting processes across the Bank. The role ensures accurate, timely, and credible sustainability disclosures aligned with global frameworks, and supports data-driven decision-making and product innovation. It also drives the Bank's GHG emissions tracking for both operational and financed activities, enabling climate risk transparency and compliance.

Key Performance Areas **1. ESG EXTERNAL REPORTING AND ASSURANCE-READINESS**

- Assist in the design and management of ESG and sustainability reporting systems and frameworks, including for the Integrated Annual Report.
- Coordinate the preparation and submission of disclosures to regulators, funders and development finance institutions.
- Develop and maintain sustainability metrics, dashboards, including carbon accounting for the Bank and its clients.
- Assist in the development of sustainability-related policies that inform investment and credit processes.
- Provide sustainability inputs into credit and investment due diligence processes.
- Contribute to the design of ESG-aligned financial products and support assurance processes.
- Contribute to the design of ESG-aligned financial products and support assurance processes.
- Lead and coordinate the assurance-readiness process of key performance indicators used in sustainable finance frameworks.
- Stay abreast of general and financial services industry's sustainable development trends and integrate with the Bank's business strategy.

2. MONITORING COMPLIANCE WITH THE BANK'S SUSTAINABILITY FRAMEWORK, AS WELL AS INTERNATIONAL FRAMEWORKS AND STANDARDS

- Support compliance with international frameworks and standards (e.g. PRB, GRI, TCFD, ISSB, TNFD, TISFD, SDGs).

3. RISK AND OPPORTUNITIES MANAGEMENT

- Assist in the enhancement of internal reporting on ESG and SDG progress, including scorecard tracking and analytics.
- Identify sustainability risks and gaps in the execution of the planned mitigation strategies.

- Conduct ESG risk assessments and identify mitigation actions across the Bank's portfolio.
- Mitigate reputational and business risk by monitoring industry trends and identifying emerging ESG trends and actions.Assist in the identification of opportunities for new sustainability advancing products and services
- Monitor emerging sustainability and ESG trends and advise on their implications for risk, compliance, and opportunity

4. GHG EMISSIONS AND CARBON ACCOUNTING RESPONSIBILITIES

- Develop and implement a GHG accounting framework aligned to international standards (e.g. GHG Protocol, PCAF) for tracking both operational and portfolio emissions
- .Coordinate annual measurement and reporting of the Bank's own Scope 1, 2, and material Scope 3 emissions.
- Assist in the assessment of financed emissions (portfolio carbon footprint) using relevant methodologies for agricultural finance.
- Maintain and update a carbon emissions inventory for both operational and financed emissions.
- Ensure the integration of emissions data into ESG reporting dashboards and disclosures, including the Integrated Annual Report.
- Identify and report emission hotspots and high-risk client segments in the portfolio to inform strategy and risk mitigation.
- Provide technical guidance to support the development of carbon reduction targets and emission reduction pathways for the Bank.
- Support alignment with national climate goals and reporting under frameworks such as TCFD and ISSB.
- Prepare assurance-ready documentation for GHG emissions data to support external audits and reviews.

5. STAKEHOLDER COLLABORATION AND RELATIONSHIP MANAGEMENT

- Collaborate with business units to collect activity data, emission factors, and financial exposure metrics required for emissions calculations.
- Work in a highly collaborative manner across the Bank to actively manage the ESG and sustainability reporting requirements and adhere to global frameworks, including for the Integrated Annual Report.

- Preferred Minimum Education and ExperienceBachelor's degree in Sustainability-related field of study (Environmental Science, Risk, Business Management
- 5 years experience in sustainability/ESG reporting, assurance, or risk management.
- 3 - 5 years In-depth knowledge of sustainability reporting frameworks and ESG risk metrics.
  Strategic monitoring and implementation.
- 3 - 5 years experience in sustainability assurance – i.e. auditing sustainability indicators.
- 1 - 3 years Financial services and analysis.
- 3 - 5 years strong data analysis, systems thinking, and written communication skills.

- Critical Competencies Advanced Microsoft Office
- Quantitative Analysis
- Problem Solving
- Business Acumen
- Stakeholder Management
- Organisation and Planning
- Reporting
- Excellent Written & Verbal Communication

- Additional Requirements Knowledge/Experience of Business Environment
- Land Bank Act