



JPO JD Template

Position Title:	Asset and Liability Management Officer
Department/Office/Unit:	OCFRO-FO
Reports To (Position Title):	Head of Asset and Liability Management
Grade level:	G

Department/team introduction and information

The Department of Treasury sits in the Office of the Chief Finance and Risk Officer. There are two teams in the department, one that looks after asset and liability management and the other that looks after operations. The asset and liability management team is responsible for managing financial risks arising from contributions to the fund and its project portfolio as well as managing opportunities in its investment portfolio at the Trustee which now stands at over \$12 billion. The operations team handles the day-to-day operations of GCF's cash from setting up financial infrastructure to support the fund's activities to managing the disbursements and reflows from the nearly 400 projects GCF has approved. The biggest work stream for the treasury team is the implementation of balance sheet efficiency measures over the next 2 years which is a significant step up in the maturity of GCF as an organization.

Role Summary

The Treasury Asset and Liability Management Officer will support the Head of Asset and Liability Management in overseeing cash flow and liquidity management to ensure adequate funding for operational and strategic needs within established risk limits. The role will support all aspects (planning, policies, implementation, monitoring, reporting etc.) of optimizing cash management systems, enhancing capital structure efficiency, building financial infrastructure, and mitigating financial risks through proactive market analysis and hedging strategies. The position will report to the Head of Asset and Liability Management and will assist with various tasks executing the overall treasury strategy with the purpose of ensuring the Fund's financial stability and resilience.

Duties and Responsibilities

- Assist the development and execution of cash flow and liquidity management strategies, ensuring alignment with the Fund's financial objectives and risk appetite.
- Analyze cash management processes and systems, driving efficiency across treasury operations to support GCF's financial health.
Participate in the identification and deployment of hedging strategies across FX, interest rate and credit exposures, safeguarding against volatility and market fluctuations.
- Collaborate with peers in risk and financial control and other groups as needed to assist the implementation of cash investment strategies considering portfolio requirements, growth objectives, and liquidity support for operations.
- Collaborate with peers in risk, financial control, external relations, investment office, general counsel and other groups to assist in the creation of financial infrastructure to support GCF's replenishment process.



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| <ul style="list-style-type: none"> • Assist in the preparation of regular balance sheet metrics for senior management team and relevant stakeholders. |
| <ul style="list-style-type: none"> • Assist in developing tools to monitor financial market developments and optimize hedging strategies for the Asset and Liability portfolio of the Fund. • Monitor liquidity and cash flow status • Assess deployment strategies for maximizing returns, maintaining compliance with internal controls and risk management policies. |

Requirements

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| <ul style="list-style-type: none"> • Advanced university degree (Master's degree or equivalent) in a finance, treasury, or risk field of study. • A minimum of 3 years of relevant experience, of which at least 1 year in finance or treasury. • Fluency in English is essential; knowledge of another United Nations language is an advantage. • Strong analytical skills and clear communication (written and verbal) skills. • Knowledge of different financial tools – equity, debt, guarantees, results-based payments and grants. • Proven experience in collaborating with diverse stakeholders and partners is mandatory. • Experience supporting the implementation of capacity building, climate change, or sustainable development projects in developing countries is desirable. • Ability to be agile and work collaboratively in a fast-changing, multicultural environment at different technical and strategic levels. • Integrity and adherence to the highest ethical standards. • Relevant work experience with international organizations is desirable or at least a willingness to learn the operational framework and fiduciary standards of international institutions. • Knowledge of Bloomberg, Kyriba and Oracle is desirable. • Competency with Microsoft Copilot is desirable. • Critical success factors for this position are: <ul style="list-style-type: none"> ○ Strong analytical skills ○ Proficiency in typical financial systems like Excel and PowerBI ○ Attention to detail ○ Agility, and ability to prioritize and manage competing demands ○ Ability to monitor needs and assist in providing solutions |
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