



FELLOWSHIP TERMS OF REFERENCE

I. IDENTIFICATION OF THE POST

Title:	Fellow
Sector of assignment:	Sustainable Finance
Organizational unit:	UNDP China - Policy and Research Team
Country and Duty Station:	China, Beijing
Fellowship duration:	6 - 12 months
Supervisor's name:	Yali Wang
Supervisor's title:	SDG Finance Policy Analyst

II. CORPORATE BACKGROUND:

UNDP works in about 170 countries and territories, helping to eradicate poverty, reduce inequalities and exclusion, and build resilience so countries can sustain progress. As the UN's development agency, UNDP plays a critical role in helping countries achieve the Sustainable Development Goals (SDGs).

III. FELLOWSHIP OFFICE BACKGROUND:

United Nations Development Programme (UNDP) in China is the China country office of the United Nations Development Programme – the global development network of the United Nations. UNDP has been working in China over the past 44 years, partnering to advance various phases of China's development.

We provide development advisory services and implement projects through innovation and applying our international experience and network in three pillars: supporting China's transformation to a low-carbon economy so that more people enjoy a cleaner, healthier environment; facilitating China's shift to using the SDGs as a standard for its inclusive development, economic decisions and investments, and supporting China's international cooperation and south-south engagement for SDG attainment.

The SDGs calls for unprecedented cooperation across all of society – including governments, communities, civil society and the private sector, and achieving them requires overcoming a critical financing gap. As the world's second largest economy, China is increasingly recognized as an important player in global sustainable finance market and financial system reforms. Since 2016, China has established a comprehensive policy framework for greening its financial system. Its efforts in redirecting financial resources for environmental objectives are essential to meet the global sustainable development goals.

Fellowship Scope: The Fellow will have the opportunity to work closely with the *Policy and Research Team* and partners across the public and private sectors in exploring and supporting new innovative approaches to enhance SDG-alignments in China's financial system.

The Fellow position will offer valuable exposure to projects and research focused on increasing data availability, boosting transparency, harmonizing standards, and facilitating international experience sharing on the SDGs.

IV. DUTIES:

The Fellow will assist in the following duties and responsibilities:

No	Duties and responsibilities	% of time
1	<p>Financing the Transition toward Net-Zero and Climate Resilience of China's Agri-Food System</p> <p>This is a research project in collaboration with external partners. The primary objective is to produce a comprehensive research report that assesses existing initiatives, tools, and methodologies relevant to China's agri-food system, both domestically and globally. The report will analyse case studies of transition finance aimed at promoting sustainable agri-food development. The project aims to provide actionable suggestions to key stakeholders for enhancing the financial architecture and incentive mechanisms aligned with the SDGs for the agri-food sector.</p> <p>Key Tasks and Responsibilities:</p> <ol style="list-style-type: none"> 1. Policy Research Support: <ul style="list-style-type: none"> • Conduct data analysis and literature reviews to support policy research. • Prepare summary notes summarizing key findings and insights. 2. Quality Assurance: <ul style="list-style-type: none"> • Assist in translation efforts as needed. • Draft and polish research reports for clarity and coherence. 3. Event Management and Communication: <ul style="list-style-type: none"> • Plan and coordinate workshops, as well as launch events related to the project. • Draft materials for public release, including talking points and speech notes to effectively communicate project outcomes and insights. 	40%
2	<p>Scoping ESG performance of the Chinese Banking Industry</p> <p>This is a research project in collaboration with external partners. The primary objective is to produce a policy brief that assesses the current state of ESG (Environmental, Social, and Governance) integration within the Chinese banking sector. The brief will provide an overview of progress made in ESG practices, identify key opportunities and challenges, and explore strategic pathways to enhance the role of the banking sector in contributing to the achievement of the 2030 Agenda for Sustainable Development.</p> <p>Key Tasks and Responsibilities:</p> <ol style="list-style-type: none"> 1. Policy Research Support: <ul style="list-style-type: none"> • Conduct data analysis and literature reviews to support policy research. • Prepare summary notes summarizing key findings and insights. 2. Quality Assurance: <ul style="list-style-type: none"> • Assist in translation efforts as needed. • Draft and polish research reports for clarity and coherence. 3. Event Management and Communication: <ul style="list-style-type: none"> • Plan and coordinate workshops, as well as launch events related to the project. • Draft materials for public release, including talking points and speech notes to effectively communicate project outcomes and insights. 	40%
3	<p>Other:</p> <ul style="list-style-type: none"> • Support other/ad hoc activities as relevant and needed in the Policy and Research Team. 	20%

V. REQUIREMENTS AND QUALIFICATIONS

Education:

Candidates must meet the following educational requirements:

- Enrolled in a Master's or in a PhD programme; Or be enrolled in a postgraduate professional traineeship program.
- Preferably majoring or having experience in development studies, public policy, economics or finance, international development, law, or other social sciences.

IT skills:

- Knowledge and a proficient user of Microsoft Office productivity tools.

Language skills:

- Excellent oral and written communication skills in English and Mandarin

Other competencies and attitude:

- Interest and motivation in working in an international organization;
- Good analytical skills in gathering and consolidating data and research for practical implementation;
- Outgoing and initiative-taking person with a goal-oriented mind-set;
- Communicates effectively when working in teams and independently;
- Good in organizing and structuring various tasks and responsibilities;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Responds positively to feedback and differing points of view;
- Consistently approaches work with energy and a positive, constructive attitude.