



# Posaidon Climate Venture Partners

Job description for Finance, Human Resources and Operations Manager

May 2024

## INTRODUCTION

Investing to create a lasting, positive impact on nature requires strong technical expertise and dedicated landscape management skills combined with the ability to secure mission-aligned capital allowing to transact on the resulting nature-based assets.

For this reason, Posaidon Capital AG (“Posaidon”) is setting up a new subsidiary – *Posaidon Climate Venture Partners* (“PCVP” or “the Partnership”) – to deliver a market-leading, fully integrated end-to-end solution to private and public landowners and stewards aiming to secure the long-term financial sustainability of their landscapes via the supply of nature-based credits.

The vision is for PCVP to become the leading technical advisory and financial solutions firm for large scale-conservation and restoration areas of global climate and biodiversity significance by 2030. Its purpose is to deliver a holistic end-to-end service from design and verification to management and brokerage. Under PCVP’s model, material earnings will be distributed back to participating stakeholders—including indigenous peoples and local communities (IPLCs) —in an equitable manner that fully recognizes the critical role that local communities play in the conservation and stewardship of nature.

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PCVP provides its clients with tailored services to design best-in-class projects for environmental markets that maximize financial and non-financial returns via the long-term conservation and restoration of their nature assets. The Partnership’s goal is to contribute over US\$50 million annually towards the management CAPEX and OPEX of more than 3 million hectares of large-scale conservation and restoration areas.

The Partnership has an anchor portfolio of 10 landscapes and properties in Africa (Mozambique, Tanzania, Zambia, Zimbabwe) and the United States (states of Colorado, Georgia, and Montana) totalling over 1 million hectares of land at launch.

## ABOUT THE ROLE

We are looking for a full-time Head of Human Resources, Operations and Finance to coordinate the operational platform for PCVP. Key responsibilities include:

### **Finance:**

- Oversee budgeting and expenses to help the organization optimize costs and benefits
- Manage monthly pay-roll for PCVP staff
- Feed financial information into the accounting platform and coordinate annual accounts
- Manage rolling monthly accounting ledger of costs and proposed expenses

## **Human Resources:**

- Develop annual work plans together with the Managing Director and Partners based on the business operations strategy
- Process all recruitment requests in an effective and timely manner
- Maintain up-to-date recruitment progress reports, talent database and all related staffing communication
- Manage orientation programs for staff and develop HR policies and procedures aligned with Posaidon's existing processes
- Work with the Managing Director to develop and implement an effective system of staff performance evaluation, and link the results of that process to salary review, performance targets, promotion, training and staff management
- Handle complaints, disputes and grievances of all employees
- Foster a conducive working environment through employee relations activities and communication

## **Operations:**

- Support the Managing Director and leadership team to execute on the business strategy
- Design policies that align with the overall strategy
- Implement efficient work processes and standards
- Coordinate client service operations and find ways to optimize client relations
- Ensure compliance of operations with local and international laws
- Oversee the implementation of IT operations solutions throughout the organization
- Manage contracts and relations with clients, vendors, partners and other stakeholders
- Mentor and motivate teams to achieve productivity and engagement
- Report on operational performance and suggest improvements

This is a full-time role starting immediately, with a strong preference for the ability to work in Europe (London or Zurich) with occasional travel to the project sites.

Compensation is competitive, with 25 days annual leave + public holidays.

## **YOUR SKILLS AND COMPETENCIES**

The ideal candidate will have the following skills and interest:

### General

- Proven experience as Head of Operations, HR and Finance in similar roles
- Familiarity with all business functions including HR, finance, supply chain and IT
- Experience with implementing IT systems at a small and agile firm
- Knowledge of data analytics and reporting
- Good familiarity with numbers and financial planning
- Outstanding communication and negotiation skills
- Excellent organizational and leadership ability
- Analytical mind

- Problem-solving aptitude
- Evidence of innovative spirit, creating high impact solutions from scratch
- Interest in supporting nature-based solutions

## **ABOUT US**

Posaidon Capital is a premier nature-focused investment and advisory boutique. We are bankers for nature serving institutional clients globally across two pillars: capital markets advisory and asset management.

As a firm, we combine specialized Wall Street banking and investment expertise with the analysis of unstructured data to create nature investment alpha through systemic investing. For our clients, we strive for an optimal capital allocation to nature across all asset classes with a view to construct portfolios for strategic synergies and their potential to unlock transformative dynamics. The firm is led by a global team of highly specialised finance and investment professionals with a vision for systems change, a passion for financial innovation, the tenacity for flawless execution and a track record of delivering impactful results.

For more information, please see [www.posaidon.earth](http://www.posaidon.earth).

## **APPLY WITH US**

We are an equal opportunity employer committed to providing a working environment that embraces and values diversity and inclusion. We encourage people of all backgrounds to apply and can be flexible with working arrangements.

Please send a concise cover letter addressing the above (maximum 1 page) and CV (maximum 2 pages) to [matthew@posaidon.earth](mailto:matthew@posaidon.earth) and [fabian@posaidon.earth](mailto:fabian@posaidon.earth) with the job title in the subject line. Applications are considered on a rolling basis.

Nature needs landscape-scale  
nature-based solutions.

