

## **Policy Advisor - Financial Services – Focus on Sustainable Finance**

### **About the Swiss Finance Council**

The Swiss Finance Council (SFC) engages in dialogue around policy and regulatory developments in finance at a European and international level. It represents the interests of internationally active Swiss financial institutions (banks and asset managers) and facilitates sharing of experience, expertise and knowledge with EU authorities, including through a permanent representative office in Brussels. It articulates and advocates the common interests of its members, provides a voice for their joint positions and a source of knowledge and experience in finance for policy makers and the industry at large.

### **Job description**

The Policy Advisor plays a crucial role in SFC activities and will oversee the organisation of one of its thematic working groups. She/he will be working at the representative office based in Brussels and report directly to the Managing Director of the SFC.

### **Main tasks**

- Lead and coordinate SFC working groups (focus on sustainable finance with opportunity to work in other policy areas)
- Maintain strong relationship with SFC Members including via traveling to Switzerland to meet them in person and to participate in relevant conferences/events.
- Coordinate a large informal network of third country financial institutions to discuss sustainable finance policy developments
- Monitor European political, policy, and regulatory developments affecting SFC Members; provide strategic advice and inform members on significant developments
- Develop and implement advocacy strategies for SFC policy priorities, draft and coordinate position papers, consultation responses and advocacy strategies
- Develop and maintain a strong network of stakeholders (including other associations) for gathering intelligence and align on advocacy strategies
- Represent the SFC at meetings with policymakers and other external stakeholders
- Attend and represent the SFC at public hearings, conferences, and events to provide members with valuable insights
- Contribute to SFC events (SFC Annual conference and other SFC roundtable events)

### **Qualifications / Experience required**

- At least 3 years of professional experience in EU-level policy, regulatory, or governmental affairs within the financial sector
- Proven experience in regulatory and policy positioning and advocacy
- In-depth understanding of European institutions, EU policymaking, decision-making, and the legislative process

### **Skills**

- Knowledge and experience in EU sustainable finance policy are desired
- Strong analytical skills and the ability to familiarise quickly with new and complex topics
- A flexible attitude to work combined with an autonomous working style
- Strong time-management and organisational skills

- Pro-active and collaborative personality with the ability to act in in a small, multicultural membership organisation
- Excellent communication skills, both verbally and in writing in English. Being fluent in another EU language is an advantage

#### **We offer**

- A dynamic and international working environment
- A competitive salary and a set of additional benefits
- A modern workplace in the heart of Brussels with the possibility of part-time mobile working
- A permanent and full-time position

**Start date:** February 2025

**To apply:** Interested candidates should send a cover letter and CV (maximum 2 pages) by e-mail to [brussels@swissfinancecouncil.org](mailto:brussels@swissfinancecouncil.org).

For additional information please contact Sandra De Sutter the SFC Operations Manager through this address: [brussels@swissfinancecouncil.org](mailto:brussels@swissfinancecouncil.org)

Please note that the SFC will contact only successful candidates.