



# Duty Statement

Classification: **Associate Investment Manager**

Position Number: **275-091-4633-002**

HCM#: **7410**

Branch/Section: **Investment Office / Sustainable Investments**

Location: **Sacramento, CA**

Working Title: **Sustainable Investments Associate Investment Manager**

Effective Date: **September 1, 2026**

Collective Bargaining Identifier (CBID): **M01**

Supervision Exercised: ☐ Yes ☒ No

Telework: ☒ Office-Centered ☐ Remote-Centered ☐ Not Eligible

CalPERS is the nation's largest public pension fund with investments in both domestic and international markets. The Investment Office (INVO) invests and manages CalPERS assets in an efficient and sustainable manner to generate risk-adjusted returns that meet CalPERS funding obligations. The portfolio invests in public equity, public fixed income, real estate, infrastructure, private equity, private debt and other opportunistic public and private assets.

The Sustainable Investments (SI) team does not maintain a dedicated investment allocation but works closely with each asset class to manage the implementation of the climate solutions investment plan, manage investment risks, and uncover investment opportunities through the sustainable investment lens, while ensuring that sustainability factors (such as environmental or governance factors) factors are integrated into investment strategy, analysis, and decisions. All of this is done with the view of enhancing the long-term sustainability and resiliency of the Total Fund.

Under the direction of the Investment Director (ID), the Associate Investment Manager (AIM) will play a central role in advancing CalPERS' integration of financially material Sustainability factors into the investment process and commitment to investing in climate solutions as a driver of portfolio resilience and performance. The AIM will maintain a positive team-management approach while demonstrating CalPERS' Core Values of Quality, Respect, Integrity, Openness, Accountability, and Balance, in alignment with CalPERS Investment Beliefs.

## Essential Functions

Regular and consistent attendance in the office at least three days a week for teamwork, in-person collaboration, personal interactions with members, stakeholders, and other team members, cross-functional communications within CalPERS, and supervision of work. In-person collaboration is essential to promote and foster innovation, creativity, and complete engagement by the team. Coordinating work in person allows the teams to stay functional and aligned with the work of others. Being present in the office is essential to allow for immediate accessibility for discussions, questions, mentoring, or strategy sessions between team members.

- 40% **Sustainability Investment Research, Due Diligence & Portfolio Advisory.** Onsite<sup>1</sup> and virtually, partner with CalPERS investment teams across public and private asset classes, with a primary focus on public markets, to integrate financially-material sustainability considerations into investment decision-making. Conduct issuer- and portfolio-level research to evaluate sustainability-related risks, opportunities, and climate solutions across corporate credit, sovereign and emerging market debt, structured finance, and public equities. Conduct sustainability pre-investment due diligence to support manager selection and provide ongoing sustainability monitoring of holdings to enhance portfolio resilience.
- 30% **Sustainability Analytics, Data Strategy & Investment Tools.** Onsite<sup>1</sup> and virtually, serve as an organization's subject matter expert on sustainability analytics by developing and maintaining a deep understanding of datasets and tools accessible via existing subscriptions (MSCI, FTSE Russell, Bloomberg, RepRisk), and keeping tab of industry developments. Evaluate vendor methodologies, assess accessible analytical capabilities, and output quality with a portfolio value-add mindset, aiming to identify ways to augment the investment decision-useful information set. Develop and/or improve internal methodologies, investment frameworks, dashboards, and reporting tools that support the organization's long-term sustainability and climate investment objectives. Collaborate with internal technology and data teams to embed sustainability analytics into portfolio management systems and investment workflows.
- 20% **Applied Research & Thought Leadership.** Onsite<sup>1</sup> and virtually, lead the identification, evaluation, and synthesis of emerging sustainability and climate-related investment research from academic institutions, asset managers, sell-side research, or industry organizations. Translate available research into practical investment insights that inform portfolio construction, risk management, manager due diligence, and thematic investment opportunities. Represent the Sustainable Investments team through participation in industry conferences, working groups, and professional networks to ensure CalPERS remains informed on Sustainable Investments best practices and trends.
- 10% **Strategic Initiatives & Investment Reporting.** Onsite<sup>1</sup> and virtually, provide analytical and project support for strategic Sustainable Investments initiatives, cross-asset class projects, investment committee materials, regulatory reporting, and presentations to senior leadership and the CalPERS Board of Administration, including Sustainable Investment's annual program review.

### Working Conditions

- <sup>1</sup> This position is designated as office-centered and works primarily onsite at the Sacramento, CA - Headquarters at least three weekdays.
- Occasional travel may be required, including participation and presentations at industry events and conferences.
- Sedentary work in a climate-controlled office under artificial lighting, exposure to computer screens and other basic office equipment, office space is open with low-walled cubicles.

### Conduct, Attendance and Performance Expectations

- Ability to maintain consistent attendance.
- Ability to demonstrate punctuality, initiative, and dependability.

- Ability to model and support CalPERS Core Values (Integrity, Accountability, Respect, Openness, Quality and Balance).
- Ability to model CalPERS Competencies and demonstrate proficiency in; Collaboration, Leading People, Leading Change, Driving Results, Business Acumen, Communication, and Leading Self.

I have read and understood the duties and essential functions of the position and can perform these duties with or without reasonable accommodation.

**Employee Name (Print):**

**Employee Signature:**\_\_\_\_\_ **Date:**

I certify that the above accurately represents the duties of the position.

**Supervisor Signature:**\_\_\_\_\_ **Date:**