

## JOB DESCRIPTION

<b>Designation:</b>	Asst. Director	<b>Level:</b>	L1
<b>Department:</b>	ESG (Environmental, Social, and Governance)	<b>Location:</b>	Mumbai
<b>Reporting:</b>		<b>Direct Reportees:</b>	

<b>Required Profile:</b>	
Educational Qualification	Master's degree or relevant qualification in related field.
Experience	10+ years of experience
Industry to be hired from	ESG, sustainability, or corporate social responsibility. Preferably in Policy advocacy, manufacturing, mining, or luxury goods industry or related experience.
Salary Budget	

### **Job Description**

#### **Role objective:**

An Asst. Director, ESG, would be responsible for leading the Council's efforts to integrate sustainable practices, ethical governance, and social responsibility into the industry. The person will drive the council's sustainability agenda, ensuring that the Indian gem and jewellery industry adopts and adheres to globally recognized ESG standards. This position involves strategic planning, stakeholder engagement, compliance oversight, and promoting best practices in environmental, social, and governance domains. This role is critical to building a sustainable and socially responsible future for the Indian gem and jewellery sector, ensuring global competitiveness while safeguarding environmental and social interests.

#### **Key Responsibilities:**

- Develop and implement a comprehensive ESG strategy for the Indian gem and jewellery industry, aligned with global standards and local regulatory requirements.
- Identify key ESG risks and opportunities for the sector, advising the council on policy formulation and strategic interventions.
- Promote India's position as a responsible and sustainable global hub for gems and jewellery.
- Design and implement programs to reduce the environmental impact of gem and jewellery production, such as sustainable mining, waste reduction, and carbon footprint minimization.
- Collaborate with industry stakeholders to adopt eco-friendly technologies and green manufacturing practices
- Monitor and report on the industry's adherence to environmental regulations and global benchmarks.
- Advocate for ethical sourcing of raw materials, ensuring fair labour practices.
- Develop community engagement programs to support artisans, small-scale miners, and underprivileged workers in the sector.
- Promote diversity, equity, and inclusion across the industry workforce.
- Establish transparent governance frameworks for the council and its member organizations, ensuring accountability and ethical practices.

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- Act as the primary point of contact for ESG-related interactions with government agencies and international organizations.
- Collaborate with industry players to build partnerships for shared ESG goals.
- Drive awareness and training programs to educate stakeholders about ESG standards and practices.
- Develop key performance indicators (KPIs) to measure ESG progress across the industry.
- Prepare and publish ESG reports for the council, highlighting achievements, challenges, and future goals.
- Track global trends and innovations in ESG to keep the council ahead of the curve.

<b>Required Functional Knowledge:</b>	<b>Required Competencies:</b>
<ul style="list-style-type: none"><li>• Strong knowledge of ESG frameworks, standards, and certifications</li><li>• Excellent leadership and strategic planning skills.</li><li>• Proven ability to work with diverse stakeholders, including government bodies, industry associations, and grassroots organizations.</li><li>• Strong analytical, communication, and project management skills.</li><li>• Prior experience in stakeholder management and regulatory compliance is essential.</li></ul>	<ul style="list-style-type: none"><li>• Implementation of sustainable practices across the industry value chain.</li><li>• ESG compliance audits and reporting.</li><li>• Strengthened global perception of Indian gems and jewellery as a sustainable and ethical industry.</li></ul>