



This is an exciting opportunity to be part of the Climate Governance Initiative team, which works to support and accelerate climate action on company boards around the globe.

[About the Climate Governance Initiative](#)

The Climate Governance Initiative (CGI) is a non-profit, driven by a global community of Non-Executive Directors focused on making climate a boardroom priority. We build on the World Economic Forum's [Principles for Effective Climate Governance](#).

CGI's global network of board directors, organised into 33 regional and national Chapters across 73 countries, offers unique insights into effective climate governance, through learning and sharing of best practice.

- We deliver effective climate governance content through courses, events, networking, and a Climate Governance Hub of information to help board members implement the World Economic Forum's **Principles for Effective Climate Governance**.
- We strengthen the network by helping Chapters to build a robust community of climate board leaders, advocates and supporting partners, focusing funding and partnership to deepen our impact.
- We drive focused, impactful growth by concentrating on the most critical economies to increase our global climate impact. We work with global partners, including the World Economic Forum, International Finance Corporation, European Bank for Reconstruction and Development, Deloitte, BCG and Egon Zehnder.

Initially hosted by Hughes Hall (a College of the University of Cambridge), the CGI is now part of Chapter Zero Alliance, a charity registered in England and Wales.

Internship role	Directors' Duties Navigator Intern (CCLI)
Department	Knowledge Exchange
Contract Type	Worker statement of engagement
Internship Duration	225 hours (30 days)
Salary	Pay £12.68 per hour
Working pattern	Interns will conduct 6 full weeks (37.5 hours per week) between June to September.

	The specific duration and timing will be arranged between the individual and their manager: interns can choose the days/weeks that they work, and these do not have to be consecutive. The internship may be undertaken remotely. No sponsorship will be offered for this internship.
Eligibility	Open to undergrad and post grad students currently studying at a UK University (up to one year post-completion of undergraduate degree).

Internship purpose

The Climate Governance Initiative, in collaboration with the Commonwealth Climate and Law Initiative (CCLI) is looking for an enthusiastic (legal) intern to help the CCLI's team of climate and nature lawyers prepare the 2025 fifth edition of the [Directors' Duties Navigator: Climate Risk and Sustainability Disclosures](#) (the Navigator). This is an exciting opportunity for an early (legal) career practitioner who is passionate about the environment and using the law as a tool to drive corporate behavioural change.

One of the CGI's key content partners, the CCLI is a UK-based legal NGO committed to clarifying directors' and other decisionmakers' legal duties in light of climate change and biodiversity loss.

Role responsibilities

The intern will be working with a small team at CCLI to draft the Navigator 2025. This will involve:

- Research: researching legal and regulatory developments related to climate change (e.g. new laws, regulations, guidance and litigation) in jurisdictions around the world.
- Drafting: drafting updates to country sections of the Navigator, as well as introductory sections on general topics like climate litigation, the financial materiality of climate risk, and more.
- Tech/ design: supporting with formatting/ design of the report. Liaising with CGI's design team. Helping to develop key takeaways, graphics and diagrams to highlight and working with graphics designer.
- Project management: updating CCLI's internal project management spreadsheet, corresponding with local lawyers to check progress, and managing files / version control.
- Comms / launch event support: supporting with comms / LinkedIn promotion around the launch of the Navigator (if needed).

The intern will join a small project team at CCLI, comprising two lawyers, Sarah Hill-Smith and Jasmin Fraser, a communications and development manager, Klara lochem, and another intern. The project team reports to and works under the supervision of CCLI's

executive director, Natalie Shippen. The intern will be supervised by Sarah Hill-Smith and Jasmin Fraser.

Any specific outputs/deliverables

The intern will work directly with the CCLI in preparing the Navigator's 2025 update. The Navigator¹ is a flagship report that CCLI has produced annually in collaboration with CGI since 2021.² It currently covers 34 jurisdictions (33 countries plus the EU) but will grow to 36 jurisdictions with the addition of the UAE and Kenya in 2025.

The report is drafted by lawyers at CCLI with input from local counsel in the jurisdictions included, and is peer reviewed by board directors and members of the CGI network. The Navigator is hosted on the CGI Climate Governance Hub.

Although legal in nature, the Navigator is a resource for board directors and their professional advisors. For each country, the Navigator includes information on:

- The financial materiality of climate risk to business.
- Government and regulatory approaches to climate change.
- Directors' duties in relation to climate change, including requirements to incorporate climate risk in corporate strategy, governance and management.
- Sustainability and climate-related disclosure requirements.
- Liability risks – including litigation risks – for companies and directors.
- Practical tips for directors to avoid liability and seize climate-related business opportunities.

The objective is to help board directors (a) appreciate the financial materiality of climate risk (b) understand their legal duties in relation to managing and reporting on climate risk (c) make informed decisions and integrate climate-risk into corporate governance and strategy and (d) take advantage of climate-related business opportunities.

Mentoring and feedback

In addition to gaining valuable experience, developing an understanding of climate governance from a global perspective and contributing to one of the CGI's key outputs, this internship will provide useful mentorship and networking opportunities. The CGI team will offer guidance and answer questions throughout the project, and the intern will have the opportunity to learn from leading experts in climate, nature, and corporate law at CCLI.

This is a unique opportunity to gain valuable mentoring and work experience with a high-performing team of professionals working across chapter engagement, knowledge exchange, communications, administration, and at the executive level.

¹ Previously titled 'Primer on Climate Change: Directors' Duties and Disclosure Obligations'.

² See previous versions of the Navigator from [2021](#), [2022](#), [2023](#), and [2024](#).

Feedback will be provided following regular progress reporting updates identified within the internship period. There will be regular check-ins to discuss their progress, address any questions or concerns and provide guidance on tasks. These meetings can also serve as opportunities for the interns to share their insights and findings. The meetings will provide feedback on work done: feedback on the intern’s work regularly (weekly), focusing on what they are doing well and areas for improvement.

While this internship can be undertaken remotely, you will also have the opportunity to meet other interns within the programme.

Person Spec’

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Current or recently graduated student (up to 1 year post), with permission to work in the UK • A degree in law, public policy, business, economics, international relations, environmental studies, or a related field 	
Skills, knowledge, experience	<ul style="list-style-type: none"> • Ability to work well within a multi-disciplinary team. • IT literate including a good understanding of Word, Excel, and databases • Basic knowledge of climate change and the net zero transition • Strong research and analytical skills • Excellent oral and written communication • Excellent organisational skills and ability to set priorities and manage multiple tasks at the same time 	<ul style="list-style-type: none"> • Prior work experience in law, business or in an NGO environment • Experience working on an extended research project • Experience with social media management and content creation • Experience in event planning or project coordination
Personal attributes	<ul style="list-style-type: none"> • Enthusiastic about climate action 	

	<ul style="list-style-type: none">• Keen learner willing to delve into unfamiliar topics• Self-motivated• Attention to detail	
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Screening Check Requirements

Any offer will be subject to Chapter Zero Alliance verifying that you are eligible to work in the UK. If you are invited to interview, you will be asked to bring original documents from List A or List B (below) and a copy will be taken; alternatively, if you hold a 'digital immigration status', your [Share Code](#) will be required to access this status online.

- [List A: Documents/statuses which denote an unrestricted and unlimited right to work in the UK](#)
- [List B: Documents/statuses which denote a temporary and/or restricted right to work in the UK](#)

Application Process

To submit an application:

- Complete the [Application Form](#)
- Send details of a referee and their contact details. If you are a current University of Cambridge student, please also send a completed and signed [Tutor Permission Form](#) with your application.

All documentation (and any questions) should be emailed to recruitment@chapterzeroalliance.org. Please use the internship role title as your email subject line.

The closing date for applications is 31 May at midday BST. Shortlisted candidates will be asked to complete a written exercise as part of the selection process.