



The European Public Health Association – EUPHA – was founded in 1992 and is an umbrella organisation for public health associations and institutes in Europe. Currently, EUPHA has 79 members from 47 countries. EUPHA is an international, multidisciplinary, scientific organisation, bringing together around 25,000 public health experts for professional exchange and collaboration throughout Europe. EUPHA's vision is to enable everyone in Europe to achieve the highest possible level of health by providing **independent and authoritative analysis of the evidence, combined with targeted advocacy** to achieve coordinated **action** by all key stakeholders.

EUPHA is looking for an

## **Executive Director (32 hours)**

We are seeking a senior executive with strong leadership, organisational and communications skills and demonstrated ability to build international networks. Commitment to and experience in international public health is essential as is the ability to maintain a healthy and cohesive organisation. The Executive Director is responsible for running both the EUPHA office in Utrecht as well as the satellite office in Brussels. The Executive Director is responsible for increasing EUPHA's societal impact and its scientific reputation, drawing on EUPHA's membership, working groups and thematic sections, and through joining forces with the wider public health community in Europe.

### **Main responsibilities**

The Executive Director:

- a) is responsible for initiating, developing, formulating and implementing strategic, budgetary and organisational policies and evaluating their results and translating policy decisions into routine practice;
- b) is responsible for initiating and maintaining - in consultation with the EUPHA President - internal and external relationships, including with members, working groups, sections, other NGOs and international organisations such as the European Commission and WHO;
- c) Is responsible for communicating the role of EUPHA to a wider audience as the leading organisation dealing with public health matters at a European level, including development of its profile in the mainstream and social media;
- d) keeps him/herself informed about developments in the fields of public health and management;
- e) bears final responsibility for the relations with the Executive Council. For this purpose, the Executive Director is a member (without voting rights) of the Executive Council, prepares and attends the Executive Council meetings, and performs an advisory function for the Executive Council.

### **Job requirements:**

#### **Essential**

- a Masters degree or PhD in public health or related fields;
- Experience (5 years or more) in the field of public health, preferably in an international setting;
- Familiarity with the European public health landscape;
- experience in a leadership role in a complex organisation;
- experience in research, demonstrated by scientific publications;
- excellent written and verbal skills in English;
- Good organisational skills, including dealing with difficult situations;



**Desirable**

- understanding of Dutch;
- understanding of the Dutch rules for associations.

**We offer:**

A salary between 5'181 – 7'036 euro gross per month (based on experience), a permanent contract with a one-year trial period.

**Time plan:**

Applications can be sent to [office@eupha.org](mailto:office@eupha.org) by 15 April 2022. Please include your CV, motivational letter and two references when applying.

- Interviews will be organised in the week of 25 April 2022 and in the week of 9 May 2022.
- Preferred commencement: as soon as possible after decision.