



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 85 members from 47 countries. EUPHA is an international, multidisciplinary, scientific organisation, bringing together around 39,000 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.

Would you like to play a key role in European public health? And are you a hands-on manager who is interested in leading a small but enthusiastic secretariat, working in an international setting together with EUPHA's large expert network, and setting the strategic directions for EUPHA together with EUPHA's members and Executive Council? Then we may be looking for you!

EUPHA is looking for an

Executive Director (36 hours)

We are seeking a senior executive with strong leadership, management 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. The EUPHA Executive Director also is the Director of the European Public Health (EPH) Conference Foundation, the office of which is integrated with the EUPHA office.

Main responsibilities

The Executive Director:

- a) 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;
- 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 the day-to-day financial and organisational management of the Utrecht and Brussels offices and the EUPHA organization and the European Public Health (EPH) Conference Foundation as a whole;
- d) is responsible for initiating, developing, formulating and implementing strategic, budgetary and organisational policies and evaluating their results and translating policy decisions into routine practice;
- e) together with the Editor-in-Chief and the EUPHA president, maintains relations with OUP, the publisher of EUPHA's scientific journal the European Journal of Public Health, and takes decisions on strategic issues related to the journal;
- f) keeps him/herself informed about developments in the fields of public health and management;



- g) 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

- Experience in a leadership and management role in a complex organisation;
- Good organisational skills;
- A Masters degree or PhD in public health or related fields;
- Experience (5 years or more) in the field of public health or a (closely) related field, preferably in an international setting;
- Familiarity with the European public health landscape;
- Excellent written and verbal skills in English;
- Dutch speaking.

Desirable

- Familiarity with EUPHA
- Understanding of the Dutch rules for associations and foundations;
- Experience as a researcher, demonstrated by scientific publications.

We offer:

A salary of 7063,12 euro gross per month, a permanent contract with a one-year trial period.

Time plan:

- Applications can be sent to office@eupha.org by 9 June 2023 ultimately. Please include your CV, motivational letter and two references.
- Interviews will be organised in the last two weeks of June.
- Preferred commencement: per 1 September 2023.