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# **Executive Director** Health Care Without Harm Europe

## Recruitment Information Pack





## WELCOME



Dear candidate,

Since 2003, Health Care Without Harm (HCWH) Europe has been leading the movement to build a more sustainable healthcare sector in Europe – a sector that minimises environmental harm from its operations and protects public health from the impacts of major environmental threats such as climate change, pharmaceutical pollution and the proliferation of single-use plastics and toxic waste.

The organisation has undergone transformative growth over the past five years, underpinned by a strategy that locates HCWH Europe at the centre of an expanding and increasingly influential movement in Europe.

Today, we coordinate a network of over 7,000 hospitals and healthcare facilities across 25 countries of the WHO Europe region, serving many millions of European citizens.

Our expanding network reflects a growing recognition of the critical role the healthcare sector can play in addressing some of the most pressing global challenges of our time.

HCWH Europe's work is grounded in the principles of collaboration, action and innovation.

Working directly with our members and partners, we pilot new, more sustainable approaches to healthcare delivery, define and celebrate best practice, scale solutions across our network, and build skills and capacity within the sector to enable widescale transformation.

Demand for our services is increasing rapidly, which brings both opportunities and challenges and a need to evolve our strategy and organisational structure.

We now have over 30 staff, almost 200 members and an annual income in excess of €4m – a six-fold increase since 2020. We have been working hard to put in place the systems and structure to support and sustain that growth and completing that work will be a key focus for the coming years.

Our new Executive Director will play a pivotal role in advancing our mission and supporting our ongoing development.

They will be joining us at an exciting moment as we prepare for the next phase of our development. They will work with the board to design a new organisational strategy in 2024, which will build on our recent successes and capitalise on the

opportunities for large-scale impact and transformational change we have created within our networks.

The Executive Director will be working with the board to shape this strategy, as well as supporting the Leadership Team to create the organisational structures, processes and culture necessary to deliver it.

This is an extraordinary opportunity to contribute to the development of a collaborative, ambitious and impactful international NGO, capable of transforming the European healthcare sector into one that is better for both people and the planet.

I hope this information has been helpful to you. If having read the information in the candidate pack you think this might be for you, I look forward to receiving your application.

Regards,

**Anders Bolmstedt**  
**Chair, HCWH Europe**

## ABOUT HEALTH CARE WITHOUT HARM EUROPE



Health Care Without Harm Europe is a network of thousands of hospitals, healthcare leaders and healthcare professionals, with members across Europe and partners across the globe. From individuals championing sustainability in their workplaces to large hospitals pushing for sustainable practices, we stand side-by-side, sharing insights, inspiration and innovation – and transforming how our healthcare systems work.

Our movement unites hospital managers who are finding new ways to cut carbon emissions onwards. We bring together nurses and doctors who are ending the over-reliance on single-use plastics in surgery. We connect researchers as they search for safer alternatives to toxic chemicals, so the ones we use are safer for human health and for our ecosystems. We support procurement teams looking to move away from medicines that pollute the natural environment. We help nurses to raise awareness of how to reduce the impact of climate change in our communities.

Together, we pioneer pilot projects and scale up practical solutions. We foster collaboration to share insights and develop new ideas. We push for policy action that creates more resilient healthcare systems and keeps people and our planet safe. We showcase the potential for sustainable healthcare that not only improves patient care but saves money too.

The healthcare sector has a unique and urgent role to play, not only because of its size and environmental impact – but also because of its role and position in society. Healthcare practitioners are trusted, respected and listened to. They are perfectly placed to both inspire and demand change.

At Health Care Without Harm Europe, we focus on work on four closely connected programme areas, trialling and scaling new ideas and pushing for ambitious policy action.

This is a time of real opportunity for the health sector. We have seen recently through the pandemic and environmental crises how rapidly health systems can adapt and react to urgent threats, but we have also seen their fragility.

Now is the time to rethink healthcare. Now is the time for the healthcare sector to become a beacon for change – setting a path for other sectors to follow. Now is the time to embrace new ideas that improve patient care in a sustainable and economical way. Now is the time to transform healthcare and protect patients and our planet for good.

**For more information**, please visit our website at: <https://noharm-europe.org/>

More information can also be found here:

[20-year history report](#)

[Accounts 2022](#)

[Articles of Association](#)

[EDI Policy](#)



## Executive Director | Job description & person specification

<b>Job title</b>	Executive Director, HCWH Europe
<b>Location</b>	Brussels (or ease of access to Brussels to ensure a strong physical presence there) with frequent travel within Europe and globally, as required.
<b>Reports to</b>	HCWH Europe's Board of Directors and a dotted reporting line to the International Managing Director of HCWH.
<b>Direct Reports</b>	HCWH Europe Leadership Team - Directors of Operations, Programmes, Communications & Marketing and Partnerships & Development.
<b>Hours</b>	Monday-Thursday - 4-day week (32 Hours)

### Position Overview

#### The Executive Director

The Executive Director will lead the organisation and be the delegated executive enabling the day to day running of HCWH Europe. They are appointed by and accountable to the Board of Directors who are appointed by HCWH Europe's members.

The Executive Director is responsible for setting and delivering the organisational strategy, establishing operational priorities across teams, and managing the Executive Leadership Team, as well as overseeing all key stakeholder relationships (with delegated leadership team support), including with funders, and being the figurehead and spokesperson for the organisation.

They ensure that the work of the European office complements and supports the organisation's global vision, mission, and goals, which includes liaising and collaborating with other HCWH regional offices and teams.

HCWH Europe need a skilled, highly experienced and committed leader who is sensitive to cultural context and leads in a robust but supportive manner - ensuring all resources - people and financial - have the healthy growth they need to increase positive Impact in line with purpose and mission.

## Key responsibilities:

- Work with the Board of Directors to set the strategy and empower and support the Leadership Team to execute this strategy so HCWH Europe can achieve its purpose and mission in a consistent and timely manner.
- Provide leadership in developing the programme, organisational, and financial plans in collaboration with the Board of Directors and staff and carry out plans and policies with board support.
- Ensure the board is fully functional and regularly informed on the condition of the organisation and important factors influencing it.
- Develop in collaboration with the Executive Leadership Team the organisation's programmatic, membership, fundraising, communications, and organisational development strategies ensuring they are up-to-date and adhered to.
- Participate as a key member of the HCWH International Council (comprising of all Executive Directors from HCWH's regions and additional staff), as well as other leadership teams connecting the European and international work of HCWH.
- Lead the development of the Global Green and Healthy Hospitals (GGHH) network in Europe, in collaboration with the HCWH Global team.
- Maintain official records and documents, and ensure compliance with international, EU, national, and local regulations.
- Establish sound working relationships and cooperative arrangements with members and partner organisations.
- Maintain a working knowledge of significant developments and trends in sustainable healthcare.
- Publicise the activities of the organisation, its programmes, and goals.
- Represent the programmes and vision of the organisation to agencies, members, organisations, policymakers, and the general public.
- Represent HCWH Europe and the wider HCWH network at conferences and events as appropriate.
- Manage all aspects of organisational delivery ensuring that agreed outcomes on staff budget and funding are delivered on time and to a high standard.
- Regularly assess organisational performance and take necessary action to ensure agreed delivery is achieved. Provide regular, consistently high-quality management reports as required by the board.
- Oversee an effective management team, with appropriate provision for succession.
- Ensure staff development and training and assist staff in relating their specialized work to the overall goals of the organisation.
- Maintain a Brussels office that attracts, retains, and motivates a diverse team of quality staff.
- Be responsible for ensuring sound financial and reporting practices.
- Develop and diversify the fundraising efforts of the organization.

## PERSON SPECIFICATION

A successful Executive Director of HCWH Europe needs to activate the purpose and mission of the organisation through an ambitious but achievable new strategy. They need to be able to work effectively with the new Board of Directors and empower the leadership team and wider staff and membership to achieve this, in a culturally sensitive, robust, and inspiring way.

The post requires the ability to identify strategic challenges and propose workable solutions; an enquiring mind; vision and creativity in responding to changing environments; initiative and adaptability; conflict resolution, confidence, and persuasiveness orally with strong presentation skills. They must demonstrate independence of mind combined with a supportive and constructive approach.

Candidates must be prepared to have a strong presence in the Brussels office and to travel across Europe and globally, at times. English is the working language of the organisation and successful candidates will need advanced fluency both written and spoken and strong cultural sensitivity and awareness in line with HCWH's global status.

We are looking for a leader with strong credibility in the healthcare and/or a relevant sector and a passion for HCWH's purpose and mission. They need significant leadership experience including empowering and leading other leaders in organisations of a similar size and/or complexity. Someone with a track-record in a relevant organisation such as healthcare, environment and/or aligning International NGO.

They also need familiarity with advocacy organizations, international NGOs and networks, and member organizations, ideally in healthcare. Specific knowledge and experience of the healthcare sector across Europe (including the UK) is a particular advantage - HCWH takes grassroots action with and through its members, who are themselves healthcare providers, modelling clinical and behavioural change that is shared as best practice and advocating for a wider sustainability shift in healthcare more broadly. Relevant cultural competencies include; international environment/development/health/organizing experience, and international management and organizing in an NGO that aims to be fully-flexible in working arrangements, including location, whilst having a strong presence in Brussels.

It would be desirable for candidates to have a relevant education to at least post-graduate level.

## EMPLOYMENT BENEFITS

### Standard Benefits (Applicable in Belgium):

- **13th-Month Salary Bonus:** A pro-rata bonus paid out in December, adjusted to the number of days worked in the current year in Belgium.
- **Double Holiday Pay:** Double pécule de vacances paid out in May/June, pro-rata to the number of days worked in the previous year in Belgium.
- **Meal Vouchers:** Provided with a face value of 8€ for each day worked, with an employee contribution of €1.09.
- **Monthly Transport Allowance:** €49 per month for employees based in Brussels.
- **Monthly Home Working Allowance:** €120 per month.
- **Hospital Insurance:** Provided through DKV.
- **Pension Plan Scheme:** Managed by NN Group.



- **20 Legal Holidays:** Pro-rata to the number of days worked the previous year in Belgium.
- **5 Extra-Legal Holidays:** Pro-rata to the number of days worked the previous year at Health Care Without Harm Europe.
- **Christmas Break:** The office is closed between Christmas and New Year inclusive, with paid holidays.
- **4-Day Workweek:** Every Friday is a paid day off without the need for extra hours, resulting in 32 efficient hours of work instead of 38 hours.

## UK Benefits:

- **Pension Plan:** Up to 5% matched by the company.
- **25 Days Holiday:** Provided annually.
- **Christmas Break:** The office is closed between Christmas and New Year inclusive, with paid holidays.
- **4-Day Workweek:** Every Friday is a paid day off without the need for extra hours, resulting in 32 efficient hours of work instead of 38 hours.

## HOW TO APPLY

Please submit a CV and supporting statement that clearly outlines your suitability and motivation for the role by demonstrating that you meet the criteria and have the experience in the person specification. We kindly ask that your CV and supporting statement should be no more than two pages each (use Arial 10pt as a guide) and should be sent in MS Word format in one document (thus no more than four pages total).

**Please send your application to:** [response@peridotpartners.co.uk](mailto:response@peridotpartners.co.uk)

If you would like to have an informal conversation about this opportunity, you can contact our consultants at Peridot Partners; Todd Johnson or Marie McQuade ([todd@peridotpartners.co.uk](mailto:todd@peridotpartners.co.uk) or [marie@peridotpartners.co.uk](mailto:marie@peridotpartners.co.uk))

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## RECRUITMENT TIMETABLE

**Closing date:** 9 a.m. Monday 17th June 2024

**Candidates informed of outcome:** Tuesday 25th June 2024

**First stage interviews (online):** w/c Monday 1st July 2024

**Second stage Interviews (in person):** Tuesday 16th July 2024