



## Circular Healthcare Programme Manager

<b>Job title</b>	Circular Healthcare Programme Manager
<b>Location</b>	The position will be based at HCWH Europe's office in Brussels
<b>Eligibility</b>	All candidates must hold the right to work in Belgium or the EU
<b>Hours</b>	Full-time, 38 hours per week over a nine-day fortnight  HCWH Europe operates a reduced 9-day fortnight work schedule to aid productivity and support a better work-life balance.
<b>Salary &amp; benefits</b>	Salary dependent on qualifications and experience.  HCWH Europe offers a competitive salary with additional benefits such as: nine-day fortnight working schedule, meal vouchers, monthly travel support, hospitalisation insurance, holiday payment, and a 13-month salary.
<b>Closing date</b>	Applications will be reviewed on a rolling basis until 14/04/2023  HCWH Europe reserves the right to close the application process upon selection of a suitable candidate; early applications are therefore encouraged.
<b>Starting date</b>	ASAP

### About Health Care Without Harm (HCWH) Europe

HCWH Europe is a non-profit organisation that works to transform healthcare worldwide so that it reduces its environmental footprint, becomes a community anchor for sustainability and a leader in the global movement for environmental health and justice.

HCWH has offices in Europe, US, and Asia as well as a global team that works across all regions. HCWH works closely with health professionals, hospitals, healthcare systems, NGOs, local government, ministries of health and international organisations. HCWH Europe is active in 26 countries of the WHO Euro region and has a growing number of members. The HCWH Europe office is located in Brussels, Belgium.

For more information, visit: [www.noharm-europe.org](http://www.noharm-europe.org)

## Position overview

Reporting to the Director of Programmes, the Circular Healthcare Programme Manager will lead the development and implementation of HCWH Europe's circular healthcare strategy and work programme, to support the healthcare sector to phase out unnecessary single-use products and toxic chemicals and become a torchbearer for sustainable supply chains and sustainable resource management.

The post holder will be responsible for leading HCWH Europe's policy advocacy work relating to circular economy, sustainable procurement and safer use of chemicals in healthcare. They will develop and deliver projects with HCWH Europe members and global HCWH staff and partners to drive innovation in healthcare procurement, sustainable waste management and resource efficiency. They will also oversee HCWH Europe's working groups on circular healthcare topics, and should be familiar with the operations of EU institutions and the formation of EU policy.

The ideal candidate will have a track record in the design and implementation of practical circular economy strategies and initiatives, as well as policy and advocacy work relating to the phase out of single-use products and toxic substances. They will be dynamic, results-focused, and highly motivated; a self-starter able to organise their own diverse and complex work programme and an effective team member. They will also be an excellent communicator, confident working in a network environment, and able to communicate complex information to a diverse audience. Experience working with the health sector would be an advantage.

## Key responsibilities:

1. Lead the development and implementation of HCWH Europe's Circular Healthcare strategy and work programme covering key areas of interest for HCWH Europe members, including efficient use of resources in healthcare, sustainable waste management, sustainable procurement practice and toxic-free healthcare
2. Develop and manage the Circular Healthcare programme team at HCWH Europe
3. Develop and oversee the delivery of major projects within the Circular Healthcare programme (e.g. towards plastic-free healthcare, eco-maternity units, PVC-free healthcare, etc.) to drive innovation and best practice, ensuring these are delivered on time, within budget and to the satisfaction of funders, members and other stakeholders (ensuring close collaboration with and management of partners and consultants, deployment of project management tools and techniques and preparation of project reports for funders as required).

4. Organise circular healthcare training sessions to raise awareness and promote best practices in sustainable procurement and circular healthcare and support HCWH Europe members in identifying and procuring safer and more sustainable products and services
5. Responsible for carrying out policy advocacy work on circular healthcare programme, including:
  - a. Influencing the EU debate on circular economy, green public procurement and sustainable use of resources relating to the healthcare sector (covering key issues such as plastics, waste management, medical devices and PVC)
  - b. Driving advocacy actions at the EU and national levels to ensure the consistent implementation of the EU Chemicals Strategy for Sustainability with a specific focus on the phase-out of CMR substances and EDCs.
  - c. Participating in ad hoc meetings with the EC, MEPs, and other key policy makers
  - d. Reacting to public consultations as required
  - e. Participating in and contributing to NGO networks and conference calls with partners
6. Support the Development team and Director of Programmes to secure new funding and managing funder relationships, contributing to funding proposals as required
7. Further develop and manage HCWH Europe's Working Groups (e.g. Plastics, Safer Chemicals, Sustainability in Innovation Procurement) with the aim of exchange best practices on sustainable procurement, circular economy, and toxic-free healthcare in line with HCWH Europe's circular healthcare programmatic goals, including:
  - a. Organising and facilitating Working Group meetings for specific product and material categories
  - b. Engage with supply chain actors (private entities and coalitions) to identify sustainable solutions for priority products whilst establishing appropriate mechanisms to safeguard HCWH Europe's independence and effectiveness as an advocacy body. Building partnerships with other relevant NGOs and key bodies to support HCWH Europe's circular healthcare goals, e.g. Break Free from Plastics movement and ECHA
8. Act as knowledge leader for circular healthcare and sustainable procurement for HCWH Europe and provide leadership on behalf of Europe in the development of HCWH's global Sustainability strategy and work programme
9. Manage HCWH Europe's input into global sustainable procurement projects and policy initiatives, including the Global Plastic Treaty and the ongoing SAICM process
10. Support the Director of Communications & Marketing and Network Development Team to grow HCWH Europe's network in Europe,

developing relationships and identifying best practice solutions for Circular Healthcare

11. Research and write briefings, position papers, reports, press releases, and blogs on circular healthcare and green public procurement issues related to the healthcare sector
12. Design, organise, and facilitate sessions on Circular Healthcare Programme topics at CleanMed Europe
13. Support the work of other key HCWH Europe programmes and policy initiatives, in particular where these intersect with the circular healthcare programme
14. Travel and contribute to meetings within Europe and internationally as required
15. Act as HCWH Europe's knowledge leader on circular economy and resource management, defining and collating examples of best practice in circular, toxic-free healthcare, and contributing to HCWH Europe's annual state-of-the-art sustainable healthcare report
16. Other duties that may reasonably be required in respect of the main purpose of the job.

### **Required qualifications and experience:**

- Relevant academic degree in environmental science/law/policy, social science, or global/public health.
- Minimum of 5 years' experience of managing environmental or resource management programmes in the non-profit sector or healthcare organisations
- Experience of managing and developing staff
- Experience developing training and communication materials related to waste reduction and resource efficiency
- Experience/knowledge of the European healthcare sector would be an advantage

### **Knowledge, skills, and abilities**

- Detailed knowledge and understanding of green public procurement policies, processes and best practice in Europe
- Strong working knowledge of the EU's Circular Economy Action Plan, including the Chemicals Strategy for Sustainability and Plastics Strategy, particularly in relation to the healthcare sector
- Working understanding of the operations of EU institutions and the formation of EU policy
- Excellent communications and networking skills
- Ability to think strategically and creatively while organising time efficiently
- Confident operating in an international context

- Working knowledge of standard office software (Word, PowerPoint, Excel)
- Knowledge of project management tools and processes
- Candidates must be eligible to work in the EU
- Fluency in English (a working knowledge of another European language would be an advantage)

## How to apply

All candidates must demonstrate that they hold the existing right to work in Belgium or the EU.

To apply for this position please send an email to [jobseurope@hcwh.org](mailto:jobseurope@hcwh.org)

- Include your last name and the job title in the subject line, i.e. LAST NAME Circular Healthcare Programme Manager
- Attach your CV and a cover letter (Word or pdf format) explaining your motivation for the position
- Please let us know where you found the position advertised and when you would be able to start

Please note that only candidates selected for an interview will be contacted.