



## Vacancy | Sustainability Project Officer

06 January 2022

<b>Job title</b>	Sustainability Project Officer
<b>Location</b>	Brussels, Belgium
<b>Eligibility</b>	The candidate must hold the right to work in Belgium
<b>Hours</b>	Full-time, 38 hours per week Fixed term
<b>Reports to</b>	Circular Healthcare Programme Manager Climate-smart Healthcare Programme Manager
<b>Salary &amp; benefits</b>	Salary dependent on qualifications and experience.  HCWH Europe offers a competitive salary with additional benefits such as: meal vouchers, monthly travel support, hospitalisation insurance, holiday payment, and a 13-month salary.
<b>Application deadline</b>	Applications will be reviewed on a rolling basis until <b>17:00 CET 18/02/2022</b>  HCWH Europe reserves the right to close the application process upon selection of a suitable candidate; early applications are therefore encouraged.
<b>Start date</b>	ASAP

### Position overview

Working across HCWH Europe's Circular Healthcare and Climate-smart Healthcare programmes, this role will coordinate the successful delivery of the *Greening the Brussels healthcare sector* project. Funded by the Brussels Commission Communautaire Commune, this project has two objectives:

1. To increase awareness, knowledge, and skills of healthcare workers on mitigating the climate and environmental footprint of healthcare
2. To increase capacity, knowledge, and information across Brussels hospitals of actions to reduce the environmental and climate footprint of their facilities and operations.

The postholder will be responsible for the development and delivery of training workshops for healthcare workers bringing in additional internal and external expertise where necessary (objective 1). The candidate will also support four/five pilot hospitals to establish sustainability teams, conduct baseline sustainability assessments, and develop sustainability action plans (objective 2).

To be successful in this role, the postholder will have practical, organisational understanding of key environmental sustainability issues. These areas include circular economy, e.g. waste management, plastics reduction, identification and elimination of toxic chemicals and carbon management, i.e. measurement and mitigation of greenhouse gas emissions. The candidate will need to have a strong track record in project management.

This post requires fluency in English and French; knowledge of Dutch would also be an advantage.

## Key responsibilities

- Work closely with the Circular Healthcare, Climate-smart Healthcare and Networks & Communications teams to facilitate the successful delivery of this multidisciplinary project.
- Develop and deliver training sessions\* to educate different healthcare audiences on sustainability topics, including circular economy, carbon management and food procurement and waste.
- Conduct pre- and post-training surveys to establish training needs and measure performance outcomes.
- Conduct outreach with Brussels hospitals to recruit them to the Global Green and Healthy Hospitals network, and other HCWH initiatives.
- Support pilot hospitals to establish sustainability action teams.
- Work with participating hospitals to develop relevant assessment tools and conduct baseline sustainability assessments, covering topics such as climate mitigation, circular healthcare, pharmaceutical pollution, and sustainable food practices.
- Liaise with Circular Healthcare and Climate-smart Healthcare teams to support hospitals' collection and recording of relevant data and upload it to necessary tools, e.g. HCWH's Climate Impact Checkup Tool.
- Support participating hospitals in developing sustainability action plans.
- Develop and deliver various workshops with participating hospitals to identify priority action areas and discuss ongoing progress.

## Line reports

None

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\* Where possible, training sessions will be held in-person as well as online

## Qualifications and experience

- Minimum three years of demonstrable experience in a similar environmental management or sustainability role.
- University/higher education degree in sustainability, environmental sciences, natural sciences, or another relevant field.
- Demonstrable experience in project management and stakeholder engagement.
- Experience or interest in climate change or circular economy, and health issues.
- Experience of working within the NGO or healthcare sectors would be an advantage.

## Knowledge, skills, and abilities

- Fluency in English and French (verbal and written) is mandatory for this role; knowledge of Dutch would be an advantage.
- Natural interpersonal skills, with an ability to develop and maintain positive relationships across language and cultural barriers.
- Excellent communication skills and an ability to present complex topics to a range of audiences.
- Ability to think creatively and strategically.
- Strong organisational skills with a proactive, problem-solving attitude.
- Ability to manage competing priorities
- Excellent IT skills.
- Willingness to travel, primarily within the Brussels region.

## How to apply

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

- Include your last name and the job title in the subject line, i.e. LAST NAME Sustainability Project Officer
- 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 interview will be contacted.

Interviews are expected to take place on 26 and 27 January 2022.