

## Job vacancy | Development Officer

<b>Job title</b>	Development Officer
<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  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 02/12/2022  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>	January 2023

### 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

We are seeking a motivated and highly competent professional to join our team in Brussels as Development Officer. Specific activities will include:

- EU proposal development
- Private sector engagement strategy and outreach
- Monitoring, Evaluation, and Learning
- Donor reporting

The ideal candidate will have experience in fundraising or business development and exceptional communication, organisational, and interpersonal skills.

Candidates will be able to demonstrate team spirit and commitment to HCWH Europe's mission.

The candidate must be a self-starter and an effective team member who is able to organise and prioritise a diverse workload. Knowledge of the European health sector would be a distinct advantage.

## Key responsibilities:

1. Support the development of an organisational strategy for corporate engagement
2. Support the development of an "industry partner" membership offer for private sector companies in coordination with Membership and Programme teams
3. Support the creation of pilot projects with Programme teams that meet the needs and interests of corporate donors
4. Research upcoming European calls, including from the EU4Health, LIFE, Erasmus+ and Horizon Europe programmes
5. Support proposal development by carrying out relevant desk research and drafting proposals
6. Lead on compiling quality donor reports for HCWH Europe's funders
7. Support the development of an updated Monitoring, Evaluation, and Learning (MEL) framework
8. Support the creation of communications materials on "stories of change", identified through the MEL exercise
9. Other duties that may reasonably be required in respect of the main purpose of the job

## Required qualifications and experience:

- University degree (preferably Master's level) or equivalent experience
- 2-3 years of previous work experience, ideally in fundraising, corporate engagement/responsibility, or business development.

## 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).

**Deadline: 02/12/2022**

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