

Job description & person specification

Job title	Pharmaceuticals Policy & Projects Officer
Location	The position will be based at HCWH Europe's office in Brussels
Hours	38 hours per week
Salary & benefits package	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.
Closing date	31/12/2018
Starting date	As soon as possible

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 European office is located in Brussels. For more information, visit: www.noharm-europe.org

Position overview

Reporting to the Executive Director, the Pharmaceuticals Policy & Projects Officer will lead on the pharmaceuticals workstream within HCWH Europe's work programme.

The environmental and health impact of pharmaceutical production and use is an important strategic work area for HCWH Europe and a key issue for its members. The Pharmaceuticals Policy & Projects Officer will be responsible for designing, developing and implementing a work programme that meets HCWH Europe's strategic objectives and supports member ambitions and activities to reduce the environmental and health impact of pharmaceuticals.

The ideal candidate will have a track record in policy and advocacy work relating to the environmental and health impacts of pharmaceuticals (or a closely related subject area) and will be familiar with the operations of EU institutions and the formation of EU policy. They will be a dynamic, results-focused and highly motivated self-starter, able to organise their own diverse and complex work programme whilst also acting as an effective team member. Experience working with the health sector would be an advantage.

Key responsibilities

- 1) Responsible for carrying out policy and advocacy work on pharmaceutical pollution, including:
 - a) Participating in ad-hoc meetings with policy makers
 - b) Attending conferences and stakeholder meetings
 - c) Reacting to public consultations as required
 - d) Organising and contributing to discussions about pharmaceuticals within the global HCWH network
- 2) Following EU regulations and proposals on veterinary medicinal products, pharmaceuticals in the environment, and AMR
- 3) Participating in the European Commission Working Group on chemicals within the Water Framework Directive
- 4) Following debates at the European Medicine Agency. Identify and follow up with experts who attend these meetings
- 5) Developing and leading HCWH Europe's pharmaceuticals campaign – [Safer Pharma](#)
- 6) Responsible for following the SAICM (Strategic Approach to International Chemicals Management) process with regard to pharmaceuticals and working with IPEN (International POPs Elimination Network)
- 7) Producing briefings, press releases, news stories, blogs, infographics, position papers, and webinars in collaboration with the communications team to inform different audiences as required
- 8) Responsible for organising pharmaceuticals-related events, meetings, and workshops
- 9) Maintaining HCWH Europe's pharmaceuticals in the environment listserv, in close collaboration with experts in the field, NGO partners, and HCWH Europe and GGHH members
- 10) Develop annual work plans that are in line with HCWH Europe's strategic goals and funding requirements
- 11) Responsible for ensuring all outputs and deliverables within the pharmaceuticals work plan are met, on time, and within budget
- 12) Responsible for co-managing a research intern (6-month position)
- 13) Travel to meetings within Europe and internationally as required
- 14) Work with the Associate Director Engagement & Partnerships to engage with HCWH Europe and [Global Green and Healthy Hospitals](#) members to support and promote their work on pharmaceuticals

15) Carry out other duties that may reasonably be required in respect of the main purpose of the job

Education/Professional Qualifications/Experience

- Relevant academic degree in environmental science/law/policy, pharmacology, biology, chemistry, social science, or global/public health
- Minimum of 3 years' experience in an NGO, member-based organisation, or hospital/health system setting

Desired knowledge, skills and abilities

- Excellent understanding of the operations of EU institutions and the formation of EU policy
- Excellent communications and networking skills
- Proficient in English - a working knowledge of another European language would be an advantage
- Strong interpersonal skills and ability to work successfully within a team and autonomously
- Enthusiastic and flexible in taking on occasionally heavy workloads and working to tight deadlines
- Ability to think strategically and creatively while organising time efficiently
- Excellent organisational skills and ability to generate ideas
- Confident operating in an international context
- Working knowledge of standard office software (Word, PowerPoint, Excel), familiarity with website tools would be an advantage
- Project management skills/experience would be an advantage

How to apply

Please send your CV and a one-page cover letter explaining your motivation for the position to jobseurope@hcwh.org by 31/12/2018 with 'Application for Pharmaceuticals Policy & Projects Officer' in the subject line. Please note that only candidates selected for an interview will be contacted.