



## **Job Announcement Chief Executive**

<b>Post Title:</b>	Chief Executive
<b>Reports to:</b>	EMSP President
<b>Direct reports:</b>	Director of External Affairs/Deputy CEO, Communications Coordinator, Finance & Grants Manager, IT Coordinator, Programme and Membership Support Manager
<b>Location:</b>	Brussels, Belgium
<b>Salary range:</b>	Over €90,000 negotiable

### **BACKGROUND**

**EMSP's vision is transformational: to move from a Europe where the availability and accessibility of high quality treatment and support is a basic right and where a person with MS has a real voice in determining their care at policy, organisational and individual level – to a world without MS thanks to breakthrough research and innovation.**

EMSP was founded in 1989 as an umbrella organisation of 21 national MS societies. Today we are the voice of over 700,000 people with MS in 40 national MS societies from 34 European countries. EMSP represents their interests at European level and works collectively with its members to achieve our common goals of high quality equitable treatment and support for all people with MS throughout Europe.

EMSP is looking for a dynamic, committed leader for the organisation that can build on and enhance the ambitious pan-European programmes that are underway and who can spearhead the exciting new developments and the commitment to work even more closely with and on behalf of EMSP's member organisations.

**PURPOSE OF THE ROLE** (*Detailed specification of areas of responsibility available on request*)

- Together with the President, Officers, and ExCom members ensure that EMSP leads the European MS movement on behalf of all affected by MS.
- To enable the Executive Committee to fulfil its duties and responsibilities for the proper governance of the EMSP in its service to the MS movement in Europe.
- To be responsible for the management and administration of the EMSP Secretariat within the strategic and accountability frameworks laid down by the Council and Executive Committee.
- To lead the development of the strategic vision and ensure its translation into tangible programmes with the potential to lead to progress in priority areas for people affected by MS in Europe
- To develop and foster productive relationships with external partners, supporters, board members, MS societies and key EMSP stakeholders.

**KNOWLEDGE, SKILLS, EXPERIENCE AND COMPETENCIES**

**Essential**

- A Bachelor's degree or equivalent education and experience.
- A comprehensive understanding of what it means to lead an organisation centred around the needs of its constituency, i.e. people affected by MS
- An excellent track record in successful leadership of organisations – ideally including experience gained in small and medium sized NGOs or equivalent organisations.
- Demonstrable, in depth knowledge and understanding of the governance and operational requirements of a high-performing NGO and the ability to successfully navigate between the board and the secretariat whilst fostering excellent, collaborative relationships
- Knowledge and understanding of the EU health policy and human rights environment and how to identify, apply to and report to EU / EC institutions
- First class ambassadorial, communication and negotiating skills and proven ability to be engaging, credible, authoritative, respectful and persuasive in dealings with stakeholders and supporters.
- Strong team and individual management skills and a proven track record in successful organisational development as well as continuous improvement and development of individual members of staff. Strong team motivational skills.
- Excellent problem-solving, analytical and evaluative skills.
- Innovative with ability to open new perspectives (funding and projects).

- Demonstrable experience of working under pressure and to tight deadlines, with a flexible approach, and to manage workload which, because of the nature of the team's work, regularly includes conflicting and changing demands.
- Commitment to NGO sector values and methods.
- Excellent Word, Excel and PowerPoint skills.
- Fluent, effective and highly accurate in written and oral English.

#### **Desirable**

- Educated to masters degree level or equivalent experience.
- Knowledge and understanding of health, science and research policy issues, particularly as they affect people with long-term, neurodegenerative conditions such as MS
- Competent in other European language(s).

**Note: this is a role that is best served by the post-holder being based in Belgium and being available to be present in the office, in Brussels when not engaged on EMSP business in other countries.**

#### **To apply for the post**

Please send a letter of application stating the skills and approach that you would bring to the post with your CV/resume (no photos) in strict confidence by email only to Karem Armstrong at [karem@darylupsall.com](mailto:karem@darylupsall.com).

Please ensure that they are sent as Word documents with the titles "*your name* cover letter" and "*your name* CV" Please put "*EMSP CEO*" in the email subject line. Also please let us know where you saw the post advertised.

**The deadline for applications is Sunday 7<sup>th</sup> February, 2016 18.00 GMT.**