EXECUTIVE DIRECTOR

Announcement of Vacancy and Information for Applicants
Announcement of Vacancy

Executive Director – The Global Alliance for Surgical, Obstetric, Trauma and Anaesthesia Care (The G4 Alliance)

Advocating for the Neglected Surgical Patient

The Global Alliance for Surgical, Obstetric, Trauma and Anaesthesia Care (The G4 Alliance) is a newly established advocacy-based organisation dedicated to building political priority for surgical, obstetric, trauma and anaesthesia care as part of the global development agenda.

Committed to advocating for the neglected surgical patient, the G4A seeks to provide a collective voice for increased access to quality, timely and affordable surgical, obstetric, trauma and anaesthesia care as part of universal health coverage.

Made up of organisations that have a clear interest, understanding, experience or expertise in the field of strengthening surgical, obstetric, trauma and anaesthesia health care the G4A is well placed to inform and to influence global decision makers. With an interim Executive Director already in place we now seek a permanent appointee to lead the Alliance, to help us seize the opportunity presented by the global health and development agenda and to address the long-term and inexcusable neglect of the billions of people whose lives would be transformed by access to surgical care.

If you are an experienced leader, committed to global health and excited by the transformative potential of advocacy then you could be exactly the person that we are looking for.

More details including job description, person specification and how to apply can be found here

Salary: Commensurate with experience plus generous benefits package

Location: New York or Geneva

Contract type: Permanent, full time
About the G4 Alliance
The Global Alliance for Surgical, Obstetric, Trauma and Anaesthesia Care (The G4 Alliance) is an advocacy-based organisation dedicated to building political priority for surgical, obstetric, trauma and anaesthesia care as part of the global development agenda.

Mission
The G4 Alliance is committed to advocating for the neglected surgical patient. It seeks to provide a collective voice for increased access to quality, timely and affordable surgical, obstetric, trauma and anaesthesia care as part of universal health coverage.

Vision
Universal access to quality, timely and affordable surgical, obstetric, trauma and anaesthesia care.

Mortality from non-communicable diseases now exceeds that of communicable diseases. Over 2 billion people have no access to surgical care and yet essential surgery could address more than 11% of the Global Burden of Disease. As the world convenes to consider the next round of Development Goals and as strengthening surgery and anaesthesia is given new priority by the World Health Assembly the timeliness and urgency of a Global Alliance that advocates for the neglected surgical patient is accentuated.

The G4 Alliance is a newly established alliance of organisations that have a clear interest, understanding, experience or expertise in the field of strengthening surgical, obstetric, trauma and anaesthesia health care. With an interim already in place we now seek a permanent Executive Director to lead the Alliance and help us to seize the opportunity presented by the global health and development agenda and address the long-term and inexcusable neglect of the billions of people whose lives would be transformed by access to surgical care.

JOB DESCRIPTION

Position title: Executive Director

The Executive Director (ED) will report to the Board of Directors and will have strategic and operational responsibility for the leadership of the G4 Alliance (G4A) and its effective management.

The successful candidate will have a passion for and broad experience in global health, be an accomplished leader, and have a proven track record in organizational development, fundraising and global advocacy. As the G4A is a new entity the successful candidate is likely to have experience of starting up and / or growing an organisation and will be motivated by the potential of the Alliance and an ability to inspire others accordingly.

The primary roles of the ED include, but are not limited to, the development and implementation of strategic plans in the following areas:

ADVOCACY AND POLICY
- Represent G4A effectively with a broad constituency in the global and public health arenas
• Develops successful advocacy and awareness strategies to influence policy with UN agencies, donor governments and constituencies, LMIC governments and stakeholder communities
• Creates policy recommendations and builds political momentum and consensus behind strengthening surgical care

MANAGEMENT
• Responsible for leading and directing all aspects of the day-to-day business of G4A, including personnel and finance, as well as membership and board relations
• Establishes effective operational policies and procedures with the board, as the G4A is a new entity.

FUNDRAISING AND COMMUNICATIONS
  o Develop and expand revenue generating and fundraising activities to deliver sustained advocacy for improvements in access to and quality of surgery and anesthesia care globally
  o Creates outreach strategies for effective stewardship of and communications with donors, member organizations and global influencers.

Accountability and Responsibility
• Works with the Board to fulfil G4A’s mission
• Manages the affairs of the organisation
• Supports the current business of G4A
• Is accountable to the Board
• Participates in all G4A business meetings as a voting member

Financial Roles
• Prepares detailed narrative and financial reports to donors and other stakeholders
• Effectively manages financial resources and reporting and ensures compliance. Plans and prepares an annual budget, monthly financial reports and monitors all G4A budget lines

Advocacy Program Roles
• Develops the Advocacy Program of the G4A
• Provides strategic, management and administrative support to project leaders as necessary
• Develops and supports program planning, implementation, monitoring, evaluation and reporting

Fundraising and Support
• Exhibits entrepreneurial spirit to support the future of G4A
• Defines and delivers a fundraising and support strategy for the G4A; develops and expands revenue generating and fundraising activities to support existing operations and expansion
• Oversees grant writing and other development efforts
• Prepares and implements plans for funding of G4A activities

External Roles and Liaison
• Strengthens and raises the profile and visibility of G4A globally
• Effectively builds and manages close working relationships with key external stakeholders, member societies, and allied organizations including the WHO and other parts of the United Nations.
• Develops, maintains and strengthens liaison with, and capacity of, national societies and other international organizations in official relations with G4A
• Maintains excellent relations with recognized social and professional groups and ensures that G4A maintains a positive image with all opinion formers in respect of its plans and policies
• Develops and implements a communications strategy
• Develops and implements an IT strategy to support the mission and strategic direction of G4A

Policy Roles
• Develops strategies, policies and plans for the future development of the organization with the Board and Council
• Develops external policy statements and guidelines

Administrative Roles
• Is responsible for leading and directing all aspects of the day-to-day business of G4A including personnel (1 to 4 permanent staff) and finance
• Ensures that the G4A board and council are working effectively to meet clear objectives and are continually striving to improve their performance
• Keeps under review and improves the monitoring of G4A’s performance against agreed objectives including financial performance

CANDIDATE PROFILE

Leadership
• An inspirational leader and builder of consensus.
• A team builder who can move others to work for a purpose.
• An entrepreneur with proven capacity for growing and nurturing nascent organisations.
• A clear, visionary and strategic planner.
• A conceptual and creative thinker who can distinguish the good from the best and is able to ‘think outside the box.’
• A wise decision maker who also knows when to postpone or delegate decisions.

Professional skills
• Proven ability to lead and manage a non-profit organisation (charity, NGO, membership organization).
• At least 10 years of professional management experience, three of them in senior management.
• Successful track record in international charities including the development of governance in those with complex international non-profit operations.
• Proven experience and success in global advocacy, communications and campaigning.
• Proven experience of charity structures, reporting, human resources and financial reporting.
• Proven success in fundraising from a variety of sources.
• Excellent working knowledge of basic IT systems including word processing, emails, accounting, presentation software, social media and website management.

Communication Skills
• Exceptional communication skills, both written and oral.
• Able to read and comprehend complex material quickly and accurately.
• Comfortable talking to a wide variety of people with ease and respect, including those in the highest echelons of government.
• Able to relate to people cross-culturally and operate in international contexts.

Personal Qualities
• A graduate degree with evidence of continued education and personal development.
• Fully in sympathy with the G4A’s mission and values.
• High personal and ethical standards; able to balance principle and pragmatism.
• A passion to mitigate suffering, and experience of low income / middle income settings.
• An ability to build a good rapport with a variety of stakeholders including staff, board and medical professionals.
• A confident person; able to carry complex responsibilities; energetic, disciplined and self-motivated; excited by a challenge.
• An understanding of people with an ability to earn their trust; a good networker.
• A high degree of diplomatic skill: personable, flexible, good sense of humor, well presented in appearance and exuding a positive impression.
• Excellent time management and personal organisation.

Additional qualities (desirable but not essential)
• Personal knowledge of the G4A’s work.
• Medical qualification or experience.
• Corporate sector experience.
• Additional language skills (other than English).

Salary
Salary commensurate with experience. Generous benefits package.

Contract
Full Time

Location
New York, NY, USA or Geneva, Switzerland

Start Date
June / July 2015

To Apply:
Please submit a resume and cover letter with salary expectations to contact@theg4alliance.org.

Closing Date:
10th Feb 2015