

VACANCY FOR THE POSITION OF EXECUTIVE DIRECTOR

AIM, the international association of non-profit healthcare payers, including mutual benefit societies, Krankenkassen and health insurance funds, is looking for an executive director, the figurehead for its secretariat based in Brussels. The selected candidate has excellent networking skills and can strengthen AIM's position towards the EU institutions. The executive director leads and contributes to the preparation of internal AIM meetings and manages the AIM secretariat.

Organisation

The 'Association Internationale de la Mutualité' (International Association of Mutual benefit societies) (AIM), founded in 1950, seeks to represent, at European and international level, non-profit healthcare payers and more specifically to promote the concept of mutuality as a valuable way of supporting and protecting people against health risks. More information about AIM can be found on its [website](#).

Priorities

It is the responsibility of the executive director to lead the implementation of the AIM Work Programme. AIM's current priorities, in line with its [Work Programme 2017-2020](#), are to:

- Strengthen the ties with the European Institutions
- Increase visibility towards international organisations like ILO and WHO
- Engage a wider public, including academics and thought leaders, in the activities of AIM

Function description

1. Responsibilities

- The executive director is, under the supervision of the AIM Presidium, responsible for the development and implementation of the AIM work programme
- The executive director plays an important role in representing AIM externally, speaks at events and develops contacts with the European and international institutions and other external parties.
- The executive director coordinates and contributes to the activities of AIM secretariat team
- The executive director is responsible for the day to day financial management of AIM
- The executive director coordinates contacts with AIM members and potential new members

2. Qualifications, experience and skills

Education

The executive director of AIM has preferably a master's degree relevant to the position.

Experience

The executive director of AIM should have:

- experience with lobbying the European and International institutions;
- experience with managing teams;
- knowledge of health systems in the EU, Africa and the middle east and south America and current relevant EU policy trends;
- knowledge of social economy actors and recent EU-policy developments in the field;
- experience with speaking in public

Skills

The executive director of AIM should:

- have strong sense of diplomacy and interpersonal skills;
- have strong commitment to teamwork;
- be willing and able to travel regularly

Languages

Excellent writing and oral communication skills in English are required, and the executive director should also be able to communicate in French, German and Spanish.

The offer

AIM offers an open-ended contract.

Applications

Application letters with curriculum vitae should be sent to:

AIM
c/o the President
rue d'Arlon 50
B – 1000 Brussels

or by mail to vacancy@aim-mutual.org

Closing date for applications: 28 February 2019

Interviews are foreseen to take place on Friday morning 8 March in Brussels