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**Managing Director**

50-70%

The European Neuromuscular Centre is an international, non-profit organisation founded and steered by European Patient Organisations. The mission of the ENMC is to encourage and facilitate communication and collaboration in the field of neuromuscular research. The ENMC aims to improve diagnosis and prognosis, finding effective treatments and optimizing standards of care to improve the quality of life affected by neuromuscular disorders through the organisation and funding of workshops on dedicated topics and through our Early career and Mid- Career programme.

The ENMC office (2-3FTE) has a committed and open team spirit. The people who work for ENMC, including the Executive and Research Committee members, are all passionate about the significant contributions we make to the neuromuscular research field.

The ENMC has an ANBI status, which means that we are an “algemeen nut beogende instelling”.

**Position:**

We are looking for a Managing Director with leadership and motivational qualities to implement the long term strategy, to communicate with all stakeholders and oversee the ENMC office activities. The candidate will have experience in managing a small team, a good understanding of neuromuscular disorders and relations within the (international) NMD field.

**Main tasks:**

1. General Management, leadership and motivation
2. Strategy and implementation
3. International networking and collaboration
4. Financial management, fundraising and stakeholder management

**Profile**

1 Education and qualifications

• Degree in Biology, Biomedical, Neurology or Public Health Science or similar

2 Experience

• Preferred experience in the NMD field

• Experience of managing staff and budgets

• Experience in working in an international organisation

• Experience of scientific writing to a range of target audiences (HCP, lay public)

3 Personal qualities and knowledge

• Diplomatic in working with volunteers in different committees

• Shows initiatives, looking for opportunities and solutions

• Team player with leadership quality

• Fluent in written and spoken English

• Positive and flexible attitude towards new initiative

We offer a fixed-term employment of 0,5-0,7 fte (18-25 hours). Working conditions are in accordance with the CAO Zorg en Welzijn.

We offer a pleasant, flexible and informal working environment and a salary matching the candidate’s profile in an appropriate function group scale (12-13).

**Location**

The Managing Director is office-based in Baarn at the building of the Dutch Muscle Disorders Association (Lt. Generaal van Heutszlaan 6, Baarn, The Netherlands). Working from home is feasible for 1 day per week.

**Interested and challenged by this opportunity?**A more detailed description of the role and responsibilities of this leadership position is available on request, please contact Ingeborg Meijer, vice chair Executive committee +31 6 10080466. You can apply directly by sending your CV and motivation letter before 15th of October 2023 to ENMC@enmc.org. More information can be found on : www.enmc.org.