

### **Position Available: Program Director**

Salzburg Global Seminar seeks to recruit a full-time Program Director, based at our historic headquarters at Schloss Leopoldskron, Salzburg, Austria. S/he will lead our work on healthcare innovation and healthy societies in collaboration with leading global foundations, academic centers and changemakers. S/he will also lead our work on [Sciana: The Health Leaders Network](#), a groundbreaking initiative bringing together outstanding leaders in health and health care policy and innovation across Europe, which is supported by a partnership between the Health Foundation (UK), Careum Stiftung (Switzerland) and the Robert Bosch Stiftung (Germany).

This exciting international opportunity will suit ambitious and entrepreneurial professionals with extensive networks who seek to expand their reach and have lasting influence at the cutting edge of global health and sustainable development.

The program portfolio currently includes two inter-related and interdisciplinary strands of work: **healthcare innovation** (e.g. shared decision making and patient engagement; quality improvement and organizational change; patient safety) and **creating healthy societies** (e.g. social, cultural, environmental and economic determinants of physical and mental health; emerging trends and risks for health and wellbeing; cross-sector collaboration and systems transformation).

The successful candidate will have the flexibility to consolidate and expand these programs, build out new initiatives and networks, and innovate to achieve impact for human and planetary health.

### **Salzburg Global Seminar: the institution and its work**

Salzburg Global Seminar is an independent non-profit organization founded in 1947 to challenge current and future leaders to shape a better world. Our multi-year programs aim to bridge divides, expand collaboration and transform systems.

We convene outstanding talent across generations, cultures and sectors to inspire new thinking and action on critical issues, connecting local innovators with global resources and fostering lasting networks and partnerships for creative, just and sustainable change. Over 36,000 Fellows from 175 countries have come together through our programs.

Salzburg Global thrives by empowering people of all backgrounds, and an increasingly diverse range of organizations and initiatives, to have greater impact across the world. Our team needs to understand complex challenges and emerging issues, develop insights, set strategy, create tangible goals, build alliances and business opportunities, and above all, translate vision into action and results. If you have an outstanding track record, entrepreneurial flair and are hungry to put your skills to work, think of Salzburg Global as your platform to drive high-impact change.

### **Responsibilities include:**

- Working closely with Sciana Foundation Partners and the Sciana Program Chair, design and deliver leadership programs for Sciana: The Health Leaders Network.

# SALZBURG GLOBAL SEMINAR

- Lead and facilitate innovative interdisciplinary programs (conducted in English) focused on emerging challenges and opportunities in human and planetary health and wellbeing.
- Lead and coordinate topical research and stakeholder mapping for issues and risks of global concern and key innovations related to his/her portfolio.
- Frame program content, multi-year goals, strategic outcomes, and impact metrics, supported by compelling program descriptions.
- Develop and manage relationships with key substantive and donor partners, in coordination with our development and fundraising teams.
- Identify, recruit and work with chairs, speakers and thought leaders from government, business, innovation, civil society, media and academia on program design and impact.
- Provide oversight for the participant recruitment process.
- Draft and oversee program budgets to ensure the program operates within the approved budget and available funds.
- Coordinate post-session reporting, monitoring and evaluation.
- Sustain and oversee engagement with Fellows (alumni) through the Salzburg Global Fellowship and the Sciana Network, where appropriate through on-the-ground follow-up projects and activities.
- Work closely with our Communications staff to create media partnerships and outputs.

The PD is a key member of our cross-cutting Program team, which comprises program directors from a range of perspectives and disciplines who work closely together to advance innovation and imaginative thought leadership. S/he is expected to participate in strategic planning meetings for the Program department and, as needed, at an institutional level.

The PD has primary responsibility for each of her/his multi-year programs, including financial oversight. It is essential that s/he take an active role in cultivating donors and partners around the world to co-create and leverage financial support for the given program(s). The PD must be an effective team player and work with multiple staff related to the planning and implementation of her/his programs (Program Associates and interns, communications, development, recruitment, admissions and finance). The PD needs to be highly organized and able to work on project incubation, multiple active programs and forward planning simultaneously, including overseas travel if needed.

## **Desired skills and experience:**

- Master's degree or above preferred, with at least seven years of related experience, preferably at the cutting edge of health and healthcare innovation, and/or social services (experience across different sectors, professional contexts and countries a strong advantage).
- Extensive global health professional networks and strong strategic partnership-building and donor cultivation skills (foundations, government, etc.).
- Proven success in conceptualizing and implementing cutting-edge projects for defined strategic outcomes and impact, including in-depth workshops or convening activities.

# SALZBURG GLOBAL SEMINAR

- Exceptional interpersonal abilities with a sensitivity to working with people and institutions from different cultures and/or with a range of different language competencies.
- Confident and experienced facilitator, with a track record of creative thinking and ability to clearly communicate and synthesize complex topics.
- Outstanding listening, writing, and verbal skills in English; German desirable; other languages a strong advantage.
- Warm personality with ability to work collaboratively in teams to agreed deadlines.
- Candidates with EU citizenship or working papers for Austria highly desirable.

## **Reporting:**

The **Program Director** will report to the Chief Program Officer. The **Program Director** will adhere to all company policies, procedures and business ethics codes of Salzburg Global.

## **Compensation:**

The **Program Director** is a senior level position and will receive a base salary, full medical and retirement benefits, and five weeks' annual vacation. Salzburg Global is an equal-opportunity employer.

## **Application:**

Very strong preference will be given to top quality candidates who are able to relocate to Salzburg and thus participate fully in our interdisciplinary programming and networks. Preference will be given to those who live and work in the European Union. The start date of this position is late Quarter 3/early in Quarter 4 2019.

Those interested in the position should send a current CV, letter outlining interest and qualifications and salary requirements to:

Human Resources  
Salzburg Global Seminar  
Schloss Leopoldskron  
Leopoldskronstr. 56-58  
5020 Salzburg  
Austria  
[HR@salzburgglobal.org](mailto:HR@salzburgglobal.org)

Applications will be reviewed on a rolling basis.