

Secretary General Applicants Pack



Eurochild
Putting children at
the heart of Europe

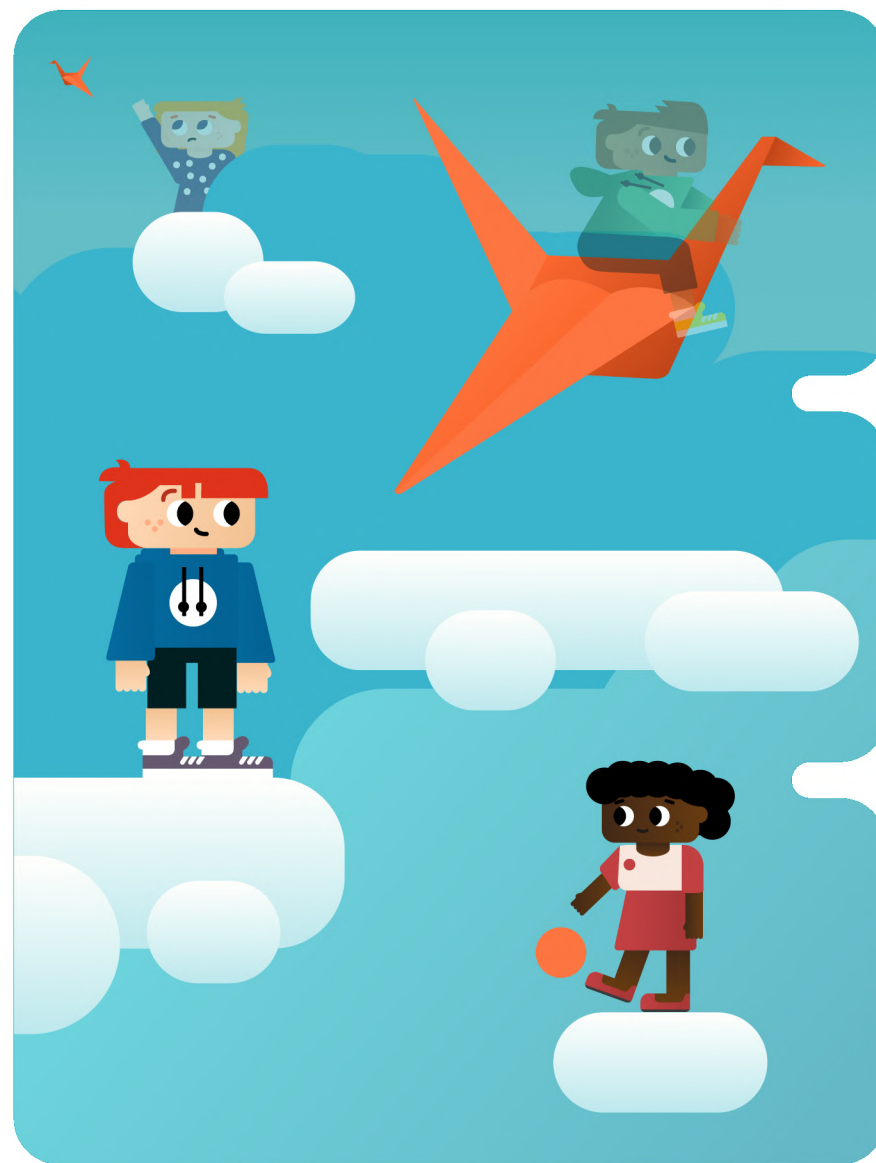


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Eurochild
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Forward by Eurochild President Marie-Louise Coleiro Preca

Dear Candidate,

Thank you so much, for your interest in Eurochild. We are an amazing network, of like-minded organisations from across Europe, that work with and for Children.

Eurochild has grown exponentially over the last nearly 20 years. To date we are present in 41 countries across the European continent, bringing together, over 4000 national and community organisations, that focus on children's rights and their wellbeing.

It is Eurochild's strong belief that the way forward for the wellbeing of our respective communities, countries, and region, lies with investing in children.

For all of us at Eurochild, investing in Children, is the only way to sustainably invest for the present and for the future of our societies.

Eurochild is passing through an exciting time. We are working to take this amazing organisation to the next level. With its strong membership base, Eurochild is a unique network. It is the only regional network of organisations that are on the ground. Eurochild gives visibility to the actual situation of Children, living in the diverse communities of Europe, in real time.



We work closely with the European Union, and Eurochild is recognized as an expert organisation on Child Participation processes. Our Eurochild Children's Council is undoubtedly an asset to our organisation. Children from across Europe inform our advocacy work and help in the development of our strategies. We are a children centered network where Children are given their rightful space and are acknowledged as valued contributors.

Eurochild, has through its nature of being a grassroots based network managed, to bring to the fore issues such as Child Poverty and its multitude effects that violate Children's Rights. We have advocated for a Child Guarantee in the European Union. We are also proud of succeeding to persuade many of the authorities that matter, into its implementation.

Forward by Eurochild President Marie-Louise Coleiro Preca

We were effective contributors to the development of an EU-wide Children's Rights Strategy. We are now supporting the process of the setting up of an EU Child Participation platform.

Eurochild is a believer of collaboration. We therefore seek collaborative opportunities, to enhance the strengths needed in our endeavours for the benefit of all Children living in Europe.

Eurochild is at an exciting crossroads. We are at the start of implementing the Strategic Framework for the next three years. We are in the process of also building up and strengthening our capacity for the relevant mindset, to push for stronger mechanisms for action.

Eurochild is looking for a prospective leader to lead a team of passionate group of people who bring together diverse abilities and capabilities.

Eurochild has achieved a lot since its setting up in 2004. As we move to the next level, we welcome a visionary, participatory, decisive, and assertive leader to guide our work into the next phase of our journey.

Marie-Louise Coleiro Preca
President

Strategic Framework 2022-2025



VISION

A society where children and young people grow up happy, healthy and confident, respected as individuals in their own right.

MISSION

Promote the rights and well-being of children in policy and practice through advocacy, membership exchange and research.

VALUES

- **Rights-based.** Members have a shared commitment to the full realisation of the UNCRC.
- **Membership-driven.** We are accountable to our Members for governance and priorities.
- **Learning-oriented.** We are responsive to change, be it in policy, research, civil society or politics.
- **Partnership-seeking.** We partner with organisations who share our goals and values.
- **Empowering.** We listen to and empower members, employees and children we work with.

Strategic Framework

Eurochild's strategic goals 2022-2025

1

Make children's rights a public policy priority in Europe



2

Strengthen the community of children's rights activists across Europe



3

Elevate the voices of children and young people, in particular those experiencing disadvantage



4

Consolidate the network for improved sustainability and impact



1

Make children's rights a public policy priority in Europe



OBJECTIVE

Children's rights are respected, protected & fulfilled.

Priority areas

- Making children's rights a public policy priority in efforts to tackle poverty & inequality.
- Making children's rights a public policy priority in efforts to reform child protection systems.
- Making children's rights a public policy priority in human rights & democracy.
- Making children's rights a public policy priority in the digital environment.
- Making children's rights a public policy priority in children affected by migration.

Emerging priority area

- Making children's rights a public policy priority in response to the climate crisis.

2

Strengthen the community of children's rights activists across Europe



OBJECTIVES

Members have access to the EU & other inter-governmental policy & institutions & are supported with information to effectively advocate for children's rights.

Members are better equipped to advocate for children's rights.

- Support members in countries where children's rights are under attack.
- Facilitate partnerships & exchange of knowledge & experience within the membership.

National coalitions & networks of children's rights are pushing for systems change.

3

Elevate the voices of children and young people, in particular those experiencing disadvantage



OBJECTIVES

- EU institutions establish sustainable & meaningful child participation mechanisms reaching a more diverse group of children.
- Members have increased capacity to engage with children in a meaningful way, in particular children from marginalised backgrounds.
- New channels are created enabling diverse voices of young child rights defenders to influence decision-making at the EU level.
- National Eurochild Forums & Eurochild Children's Council are engaged in meaningful child participation.

4

Consolidate the network for improved sustainability and impact



OBJECTIVES

- High professional & ethical standards in governance, internal operations & HR management.
- A robust financial management model & improving financial resilience.
- A growing & engaged membership, achieving greater impact by peer-to-peer learning.
- Eurochild brand, messages & achievements are clear & known within the membership & key audiences.

Strategic Framework

Going forward: Prioritisation Formula

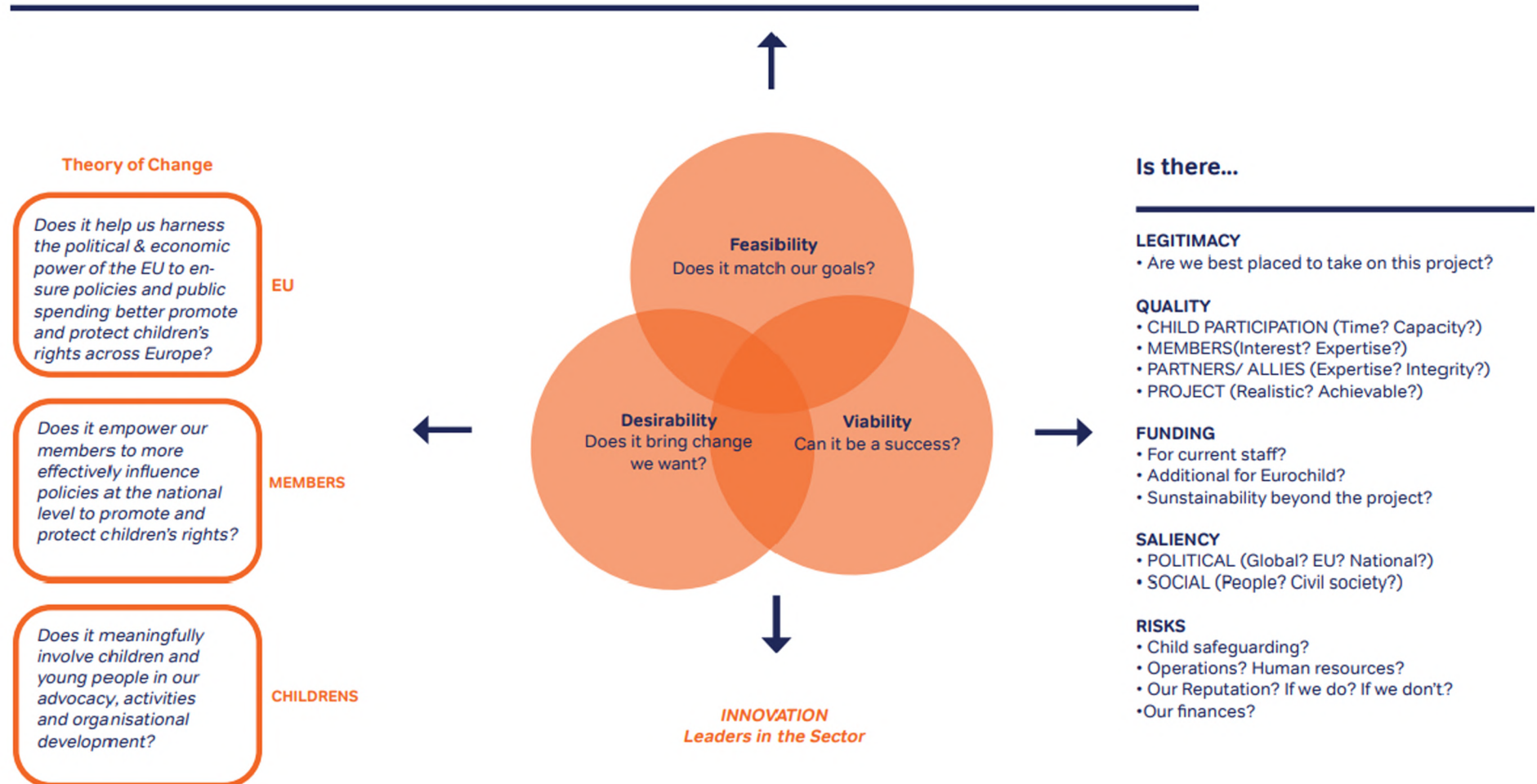
Does it...

Make children's rights a public policy priority in Europe?

Strengthen the community of children's rights activists across Europe?

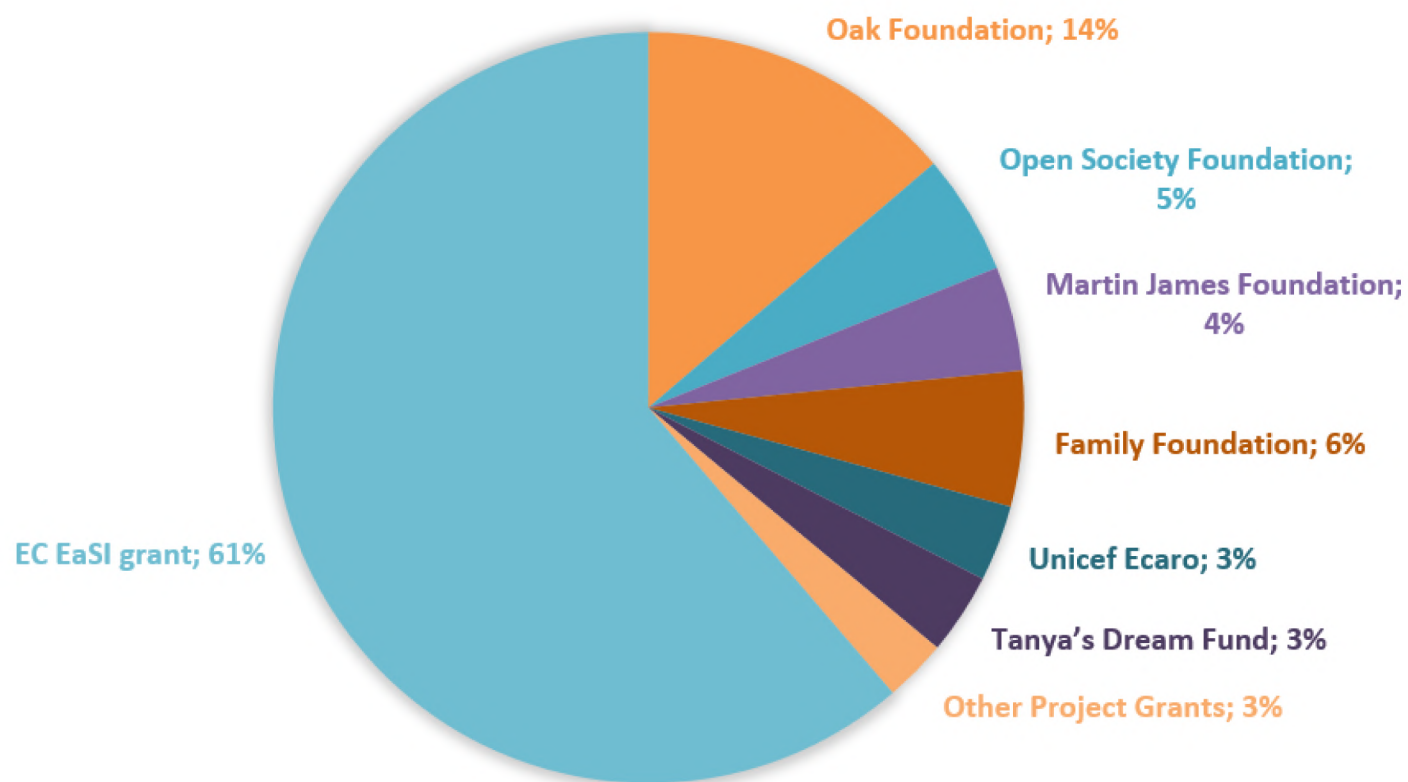
Elevate the voices of children and young people, in particular those experiencing disadvantage?

Consolidate the network for improved sustainability and impact?

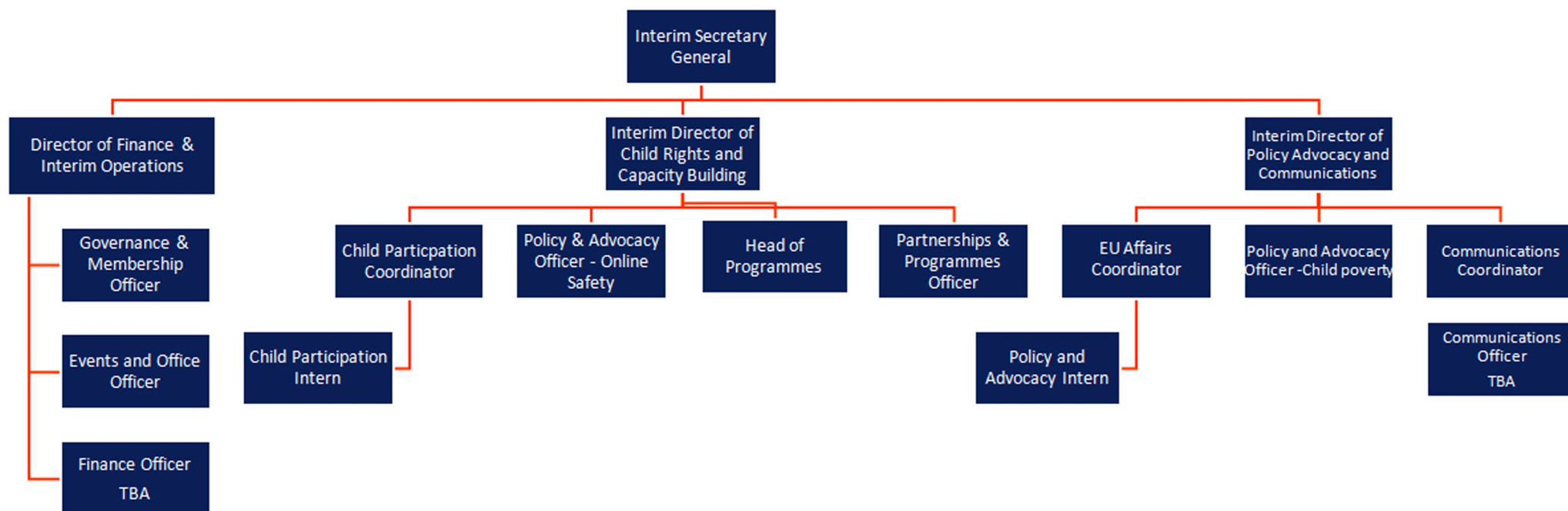


2022 Financial Report

Grants & Co-funding



Organisational Chart



Secretary General. Job Description

Location:	Brussels, Belgium
Reporting to:	President & Management Board
Manages:	Executive Team
Annual salary:	€104,000 Euros
Contract type:	Permanent
Working hours:	Full-time
Candidate level:	CEO

BACKGROUND

Established in 2004, Eurochild is a network of almost 200 members in 41 countries comprised of organisations and individuals working with and for children in Europe. We are striving for a society where all children and young people grow up happy, healthy, confident, and respected as individuals in their own right. We aim to bring about positive changes in the lives of children, in particular those affected by poverty and disadvantage.

We reach our goal by influencing policies, building civil society capacity, facilitating mutual learning, and exchanging practice and research. We are committed to child participation and to actively involve children in different aspects of our work. Eurochild works closely with the European Union, as protecting children's rights is among the EU's aims and values.

PURPOSE OF ROLE

Eurochild is seeking an energetic and visionary Secretary General to coordinate and provide strategic support to our dynamic member-led network. The Secretary General we are seeking is someone who is passionate about advancing the rights of children, who will use her or his skills and knowledge to help us achieve our network's goals and support the collaborative efforts of our diverse membership.

The Secretary General will be responsible for leadership and management of the network under the strategic guidance of the Management Board and President and will oversee governance and legal compliance, including effective financial management. In addition, the Secretary General will oversee HR policies of the Secretariat, including talent management and will be responsible for income generation, membership & partnership development whilst ensuring that the overarching day-to-day operations are aligned with Eurochild's strategic vision.

Secretary General. Job Description

WORKING RELATIONSHIPS

- Regular liaison with the Eurochild President.
- Reports to, and takes guidance from, Eurochild's Management Board.
- Line management responsibilities for Executive Team consisting of three Directors.

PRIMARY RESPONSIBILITIES

The job holder will have the following key responsibilities:

Strategic, organisational and team leadership

- Develop, implement, and monitor business plans that translate Eurochild's strategic vision into allocation of HR and financial resources, impact measures, and fundraising targets.
- Provide effective supervision of Eurochild employees and support for their learning and professional development including the development and implementation of systems and processes to support productive teamwork and to ensure staff well-being, motivation, and productivity.
- Lead and manage the effective implementation of Eurochild's strategic and business plan and associated monitoring and evaluation.
- Conduct regular reviews of Secretariat structure, roles, and responsibilities to ensure alignment with purpose and impact. Provide opportunities for review and evaluation.
- Delegate and oversee responsibilities across Eurochild's Executive Team to ensure smooth functioning of the team and alignment of vision and values to deliver organisational goals.
- Be the interlocutor between the Board and staff to foster a healthy and productive working environment.

Secretary General. Job Description

External relations & reputation

- Build and strengthen Eurochild's reputation, representing the network externally through media, external partnerships, and in political dialogue.
- Develop thought leadership around specific topics relevant to strengthen Eurochild's impact.
- Establish and maintain strong relationships with key stakeholders including membership, government bodies, funding partners, donors, corporates, and other NGOs.
- Identify grant, sponsorship and fundraising opportunities and develop associated proposals and applications; maintain excellent working relationships with donors and ensure appropriate, accurate and timely reporting/communication.
- Oversee impact assessment and external communications.

Governance & internal operations & HR management

- Oversee risk management; compliance with all regulatory, accountability and contractual obligations; review and implementation of Eurochild's governing rules and code of ethics.
- Support the Eurochild President to chair and lead the Management Board.
- Oversee optimisation of internal procedures, tools, and infrastructure to maximise efficiency in relation to membership, grants management, internal communications, work organisation, planning and reporting.
- Oversee HR policies and management, including recruitment, on-boarding, mentoring, performance monitoring and career progression.

Fundraising & financial management

- Oversee budget planning, financial management for the organisation and specific grants.
- Oversee the development & implementation and help deliver Eurochild's fundraising strategy.

Secretary General. Job Description

PROFILE

The following offers an aspirational view of our ideal candidate profile; however, we encourage applications from candidates with a wide range of experiences and backgrounds, especially those from underrepresented groups.

Experience

- Strong track record of successful organizational leadership in a management position, ideally with working experience in a membership organisation.
- Deep understanding and experience of children's right with demonstrated sector expertise and thought leadership.
- Demonstrated experience of setting objectives, developing strategies, budgeting, developing policies and procedures, and organizing functions as necessary to accomplish the activities.
- Consolidated experience across the fundraising cycle from identification, through to proposal writing and reporting.
- Experience of leading donor relations with knowledge of the Eurochild's funding ecosystem.
- Demonstrated experience of credibly and effectively managing teams through change.
- Experience of working with EU Institutions government bodies, funding partners, donors, corporates, and other NGOs.
- Proven experience of working to raise the visibility and grow an organisation through successful marketing, effective communication, and partnership building.

Skills and knowledge

- Strategic vision to guide and achieve long-term goals with the ability to take the initiative, work independently and seek out new opportunities.
- Strong interpersonal skills that include the ability to inspire and motivate staff, to foster a healthy organizational culture that encourages teamwork and collaboration and be effective at conflict management.
- Ability to recognise problems, identify pertinent issues and propose effective solutions.
- In-depth knowledge of the management process, effective leadership, and organizational skills.
- A strong and confident leader that is an accomplished networker and advocate.
- Excellent time-management, multi-tasking, and prioritization skills with ability to work on multiple projects to deliver to agreed timelines whilst remaining calm under pressure and resilient to change.
- A good facilitator and chair.
- Excellent written and verbal communication skills.
- Empathic listener and confident, articulate, and persuasive speaker, able to communicate with diverse audiences.

Secretary General. Job Description

Personal traits and values

- Integrity and confidentiality.
- Honesty and discretion.
- Collaboration and teamwork.
- Confidence and empathy.
- A demonstrated commitment to the values of Eurochild.

Qualifications and Languages

- English essential (level, C2).
- French (level, B2/C1) desired.



Secretary General. Benefits

Monthly Telework Allowance:	€134,71 Euros
Monthly allowance for use of private internet:	€20 Euros
Monthly allowance for home-office/home travel:	€49 Euros
Eco-Cheques:	€250 Euros per year
Meal ticket:	€6 Euros per worked day (€1,09Euros to be paid by the staff member)
Full medical insurance:	DKV
Group insurance:	5% of gross salary

How to Apply

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: Zoe Oldham at zoeoldham@darylupsall.com. Please ensure they are sent as Word documents with the titles “**your name cover letter**” and “**your name CV**”. Please put “**EuroChild- Secretary General**” in the email subject line.

The deadline for applications is Sunday 16th July 2023.

Sign up to [Global Charity Jobs](#) to receive our weekly jobs bulletin to not miss a single opportunity!

Daryl Upsall International actively promotes equality, diversity, and inclusion. In recruiting candidates, we seek candidates with the proven skills required, irrespective of race, gender, religion or belief, age, disability, or sexual orientation.

