

European Association of Zoo and Wildlife Veterinarians

“Helping Vets Help Wildlife”



Job Advertisement:

EAZWV Executive Director

(part time role – minimum 20hrs/week)

The European Association of Zoo and Wildlife Veterinarians (EAZWV) is looking for an inspiring leader and experienced manager with passion and commitment to zoo and wildlife medicine to take up the role of Executive Director.

The EAZWV is a non-profit organization with an international membership of circa 650 members. The aims of EAZWV are to promote the advancement and dissemination of veterinary knowledge and skills in the field of zoo and wild animal medicine and advancing the health, welfare, husbandry and conservation of these species whilst upholding the highest standards of ethics and professionalism amongst its members. In short, to help vets help wildlife.

Job Description:

The Executive Director (ED) supports the EAZWV Board in developing and delivering the strategic aims of the association. The ED is responsible for delivering member services including continuing education programs (including the annual conference and other training courses), member communications (newsletter, website, forums) and technical resources (e.g. transmissible diseases handbook and resource directory) as well as all the day-to-day operations of the association such as member administration, financial management and staff management. This is an important outward facing role and also includes lobbying activities and representing EAZWV in collaborations with key partners and stakeholders.

The ED reports directly to the EAZWV President and supported by a small part time staff (currently 2 other vets and an administrative assistant). They will also work closely with officers of the EAZWV board and with the team of EAZWV Member volunteers delivering a wide range of technical initiatives.

Your profile:

The successful candidate must have a strong understanding and long-standing experience in international zoo and/or wildlife health and a strong identification with EAZWV. You will be able to demonstrate a proven track record in strategy implementation, in project and staff management and in successful lobbying. Familiarity with relevant European legislation is desirable.

The successful candidate will possess excellent people and communication skills and strong IT, analytical, organizational, and leadership skills. The candidate must be fluent in English as it is the official language of the association. Additional languages are desirable, but not conditional. The candidate must be willing to travel and be able to adjust the working pattern to accommodate peaks in workload associated with key events in the annual schedule.

Our offer:

The Executive Director of EAZWV is employed as a consulting contractor on an hourly wage. The pay rate will be commensurate with experience.

The anticipated workload is currently a minimum of 20 hrs/wk with peaks in workload towards the end of the year and coming up to conference delivery. This job has the potential to expand depending on the development

of the association and the scope of work.

EAZWV is registered under Belgium law and has its official address there. The contractor however may be based in any country in the European region. The contracting terms and conditions will follow relevant legislation.

How to apply:

Please send an email with your CV (including contact details of three references) and a letter of motivation to the EAZWV honorary secretary Annika Posautz (secretary@eazwv.org).

Closing date for receipt of applications is **20th June 2023**, or until a suitable candidate is found. For any questions regarding application, do not hesitate to contact Pavel Kvapil (p.kvapil@eazwv.org). Additional information about EAZWV can be found on website www.eazwv.org .