

*This search ended in December, 2007, with the appointment of Edward Kadunc, who spent most of his career with the U.S. Agency for International Development (USAID), primarily in Latin America. In recent years, he has been USAID's mission director in Mexico, the Dominican Republic, Brazil, and Colombia.*

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Job Announcement

**Pan American Health and Education Foundation**  
**Executive Director**

(Posted: November, 2007)

The Pan American Health and Education Foundation in Washington, DC has retained Slesinger Management Services to recruit a strong, visionary, and experienced leader to serve as executive director. This is an exceptional opportunity for an individual who is deeply knowledgeable about Latin America and the Caribbean, is familiar with health issues affecting the region, and has well-honed fundraising and management skills.

Applications will be accepted until this position is filled.

**The Organization**

The Pan American Health and Education Foundation (PAHEF) is a private, 501(c)(3) nonprofit corporation whose mission is to combat disease, lengthen life, improve health care services, foster health research, and enhance the capacities of health care workers throughout Latin America and the Caribbean through grant-making and direct program implementation.

PAHEF was founded in 1968, initially to raise money from private sources to support the work of the Pan American Health Organization (PAHO), which serves as the regional office of the World Health Organization (WHO), an agency of the United Nations system that is funded primarily by member governments. One of PAHEF's major programs over the years has been to manage PALTEX (The Expanded Textbook and Instructional Materials Program), a joint program of PAHO and PAHEF supported by a long-term loan from the Inter-American Development Bank. PALTEX has provided more than 6 million medical and health science books and basic diagnostic instruments at affordable prices to students and health workers at 575 participating institutions in 20 Latin American and Caribbean countries. PALTEX is a financially self-sustaining program that counts as its partners ministries of health, universities, public health services, and international publishing houses.

PAHEF works with PAHO on projects of mutual interest such as increasing the safety of the blood supply; evaluating an inexpensive intervention for the early detection of cervical cancer; eliminating neglected tropical diseases; vaccination programs; and initiatives to improve the health of indigenous peoples.

The Foundation also carries out a grantmaking program to assist organizations based in Latin America and the Caribbean that are carrying out projects that are innovative, culturally sensitive,

and foster partnerships with other stakeholders to improve health. Currently, this grants program focuses on two important developments that will increasingly strain the health budgets of the countries in the Americas: 1) combating childhood obesity; and 2) promoting healthy aging. In addition, the Foundation presents five international juried awards each year that recognize excellence in inter-American health, community service, health literature, bioethics, and veterinary public health. These awards honor dedicated professionals who have lead the way in advancing health conditions in the Americas, and help stimulate the growth of the next generation of leaders.

The Foundation's annual operating budget for 2007 is \$8 million. Revenue comes from grants and contributions from individuals, foundations, corporations, organizations, and governments; administrative fees from program operations; and investment income. Investments are currently worth \$23 million. The Foundation has a staff of 11, all based in Washington, DC.

The Foundation is governed by a board of directors made up of 13 people with distinguished careers in medicine, international public health, and business. The chairman of the board is Malden Nesheim, provost emeritus and professor of nutrition emeritus at Cornell University. For the past eight years, the Foundation's executive director has been Jess Gersky, whose retirement at the end of 2007 has resulted in this search.

To learn more about the Foundation, please see [www.PAHEF.org](http://www.PAHEF.org).

### **Principal Responsibilities of the Executive Director**

The executive director's most important responsibilities include:

1. Providing vision and support for the board's strategic planning process to identify key priorities that will guide the Foundation's work over the next three to five years.
2. Overseeing grantmaking programs that advance the Foundation's mission of improving health in Latin America the Caribbean.
3. Establishing strong and positive working relationships with key officials at PAHO, its key partner.
4. Working collaboratively on projects with other public and private organizations throughout the region.
5. Raising money to fund the Foundation's operations and new initiatives.
6. Managing the day-to-day operations of a Foundation staff of 11 in Washington, DC.
7. Supporting the board of directors as it carries out its governance responsibilities.

### **Desired Skills, Experience, and Personal Characteristics**

To be successful, the executive director should be:

1. Knowledgeable about Latin America the Caribbean, including health issues affecting the region, and in particular vulnerable populations.
2. Familiar with the operations of PAHO and other large multilateral institutions that work in Latin America and can be important partners for the Foundation.

3. A successful fundraiser, with a track record that includes having raised significant grants from foundations and other donors.
4. An excellent communicator, able to motivate, inspire, and persuade government leaders, funders, and health practitioners, both in the United States and in Latin America and the Caribbean. Fluency in both English and Spanish is essential.
5. Capable of leading a bilingual and multicultural staff.
6. Able to develop a strong working relationship with the board of directors.
7. Able to travel, especially to meet with grantees and donors, and to attend key conferences throughout the hemisphere.

### **Compensation**

Salary will be commensurate with experience and qualifications. Compensation also includes a comprehensive benefits package.

### **To Apply**

Please e-mail:

1. cover letter that explains why you're interested and qualified,
2. resume, and
3. three-year salary history (which will be held in strict confidence)

to search consultant Larry Slesinger, Founder and CEO of Slesinger Management Services, at [Larry@SlesingerManagement.com](mailto:Larry@SlesingerManagement.com). Please include "PAHEF" in subject line; attached files in Microsoft Word or PDF only.

All applications will be acknowledged promptly.

(This job announcement can also be found at [www.SlesingerManagement.com](http://www.SlesingerManagement.com).)

*The Pan American Health and Education Foundation is an Equal Opportunity Employer.*