

Freelance Interim Policy and Strategy Advisor

Temporary project assignment

The St. Eustatius Health Care Foundation (SEHCF) is seeking an experienced Interim Policy and Strategy Advisor to help strengthen the strategic capacity of its Management Team (MT) and Board. In this temporary assignment, you will play a central role in structuring, supporting, and advancing the organization's strategic priorities.

You will work closely with the Managing Board and MT members to enable effective planning and decision-making by providing high-level policy input, in-depth analyses, and robust project coordination, without holding formal decision-making authority.

About the position

As Interim Policy and Strategy Advisor, you will help shape and organize SEHCF's strategic agenda. You will also gather and analyze relevant information for decision making by MT and board.

This role demands a strong strategic mindset and analytical ability, and proven experience. While you will contribute significantly to the quality of decision-making, your role is explicitly non-executive and has no decision-making power.

Responsibilities

- Support and advice the MT in drafting annual plans, quarterly reports, and the annual report.
- Assist in developing strategic policy frameworks and priority projects under the direction of the MT.
- Conduct in-depth research and prepare draft policy briefs and internal discussion notes.
- Contribute to defining services and establishing key performance indicators aligned with organizational priorities.
- Organize strategic meetings and internal planning sessions with Management.
- Provide structured project management support and advice for cross-team projects as requested by MT members.
- Assist in producing the non-financial annual report for stakeholders.
- Facilitate alignment between MT members on key strategic priorities.

Profile

- Bachelor's or master's degree, preferably in a relevant field (e.g., health policy, public administration, organizational sciences).
- 7 to 10 years of experience in a strategic executive, or policy development role within the healthcare or public sector.
- Strong analytical and communication skills.
- Proactive, well-organized, and self-directed work style.
- Experience with project coordination and strategic planning.
- Familiarity with healthcare systems and relevant policy frameworks is a plus.
- Willingness to work on-site in St. Eustatius or in a hybrid setting. If not residing on the island, the candidate should be willing to conduct regular work visits and be able to collaborate effectively remotely.

Practical information

- Temporary assignment for a period to be determined.
- Freelance assignment (ZZP/self-employed); not an employment contract.
- 8-16 hours and compensation to be agreed upon.
- Start date: as soon as possible.
- Work location: Oranjestad, St. Eustatius (hybrid work possible).

Interested?

Are you the Interim Policy and Strategy Advisor we are looking for? We invite you to submit your resume with a cover letter, copies of your diplomas and certificates, and two references to SEHCF to Mr. Philip van Woerkom, Chairman of the Board of Directors, via email: hr@sehcf.org and cc: philip.vanwoerkom@sehcf.org. Mr. Philip van Woerkom can also be contacted for questions via tell: +599 319-7279.

We look forward to receiving your response! Please note: This role is temporary and intended to perform specific tasks within a project.

Closing date: 08.08.2025

