



Job Description

Hostelling International

Job Title: Senior Programmes, Standards & Sustainability Executive
Contract Type: Full time, permanent
Salary: Depending on experience: Grade 6 or 7 from £26,000 up to £36,000
Location: Welwyn Garden City, United Kingdom (You must be entitled to work in the UK)

Responsible to: Head of Programmes, Standards & Sustainability

*What you will need to offer: The role would ideally suit a confident, enthusiastic personality, who is highly organised. Willingness and enthusiasm are essential to this position as is the ability to question, investigate and make informed recommendations. As the role is varied and requires working with staff at all levels globally on a daily basis the candidate must be educated, adaptable and with **a strong interest in travel, intercultural matters and sustainability.***

The candidate will need to be fluent in English as it is our working language and knowledge of a second language will be highly valued. This person will support the Head of Programmes, Standards & Sustainability and the team in the implementation of programmes /projects to effectively contribute to the wider strategy, vision, values and mission of HI.

Who are we?

Hostelling International is the brand name of 72 Youth Hostel Associations forming the International Youth Hostel Federation and represents nearly 4,000 hostels in 91 countries. HI is a non-profit membership organisation, with a proud history and a relevant philosophy: our mission is to promote cultural education, peace and international understanding through travel - offering affordable, safe, quality accommodation to people of all ages, races, religions and nationalities. With over 4 million members worldwide HI is one of the largest youth membership organisations in the world.

Key Responsibilities

- Effectively support and maintain minimum standards, quality, sustainability, events, and programmes such as Staff Exchange, brand values, link partner programmes and 'my outbound is your inbound' initiatives.
- Develop new initiatives to support the strategic direction of the organization
- Help to create a HI network calendar of events in order to give the HI network global awareness, assess key performance indicators and adapt accordingly
- Identify and fully scope new services offered by HI for National Associations to capitalize on
- Ensure the HI brand is visible and consistent across the network and support the drive for quality and sustainable development



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Preferred Criteria:

- Experience working within a global network
- Knowledge of environmental / sustainability or quality management systems
- A track record in the development and implementation of sustainability programmes across business units and geographies

Critical Criteria:

- **Communication**

Writing

Conveys ideas and facts in writing using language the reader will best understand

- **Cognition**

Creative and Innovative Thinking

Develops fresh ideas that provide solutions to all types of workplace challenges.

Researching Information

Identifies, collects, and organizes data for analysis and decision-making

- **Personal Effectiveness**

Self Management

Manages own time, priorities, and resources to achieve goals.

- **Interaction with Others**

Teamwork

Promotes cooperation and commitment within a team to achieve goals and deliverables

- **Occupational**

Managing Projects and Programmes

Structures and directs others' work on projects or programmes.

Please send your CV and a motivation letter to Jane Wilson, HR Manager at jwilson@hihostels.com by 12:00 (noon) 31st January 2016.