



# MHE is looking for an Advocacy and Policy Officer

## ABOUT MENTAL HEALTH EUROPE

Mental Health Europe is a European non-governmental network organisation working for the promotion of positive mental health, the prevention of mental distress, community-based recovery and the improvement of care. We continuously champion social inclusion and the protection of the rights of (ex)users of mental health services, persons with psychosocial disabilities, their families and carers. We raise awareness to end mental health stigma throughout Europe. The United Nations Convention on the Rights of Persons with Disabilities is the foundation of our work. More at: [www.mhe-sme.org](http://www.mhe-sme.org).

## THE POSITION

Mental Health Europe (MHE) seeks to expand its dynamic team in Brussels by hiring an Advocacy and Policy Officer. The Advocacy and Policy Officer will support MHE's advocacy work and its work in the field of mental health across different policy fields and projects.

### Overview:

The Advocacy and Policy Officer will be responsible for a multidisciplinary health policy portfolio and the sustainability agenda while supporting MHE's work on mainstreaming mental health in other relevant EU policies and projects. They will monitor emerging trends relevant to mental health, coordinate the work of the EP Coalition for Mental Health and Wellbeing, and perform tasks related to projects.

### Main duties include:

#### The MHE Advocacy and Policy Officer will be responsible for the following:

- Monitoring, analysing and reacting to developments from across the health policy portfolio (particularly in the following areas: mental health, transparency, medical education, use of medicines, digitalisation and e-health) and the sustainability agenda;
- Coordinating the work of the European Parliament Coalition for Mental Health and Wellbeing, including organising internal and stakeholder meetings, initiating advocacy actions and adequate follow-up;
- Conducting activities and delivering high-quality outputs for research and policy projects;
- Supporting MHE's work on mainstreaming mental health in other EU policies;
- Building strategic relationships and liaising with relevant institutions and organisations active at the European level;
- Representing MHE at meetings and events across Europe;

- Contributing to the development of policy campaigning and advocacy strategies in close cooperation with MHE Team members: preparing advocacy materials, position papers, briefings, and other user-friendly publications, leveraging advocacy opportunities, eliciting support from external stakeholders (e.g. MEPs, Perm Reps, EC officials, other relevant stakeholders);
- Coordinating and supporting the work of MHE's working groups and taskforces;
- Following and contributing to the work of organisations of which MHE is a member;
- Supporting the organisation of MHE events and capacity-building seminars in relation to EU policies of relevance for mental health;
- MHE being a small office, other tasks may be assigned from time-to-time.

## Requirements:

### Essential

- Master's level or higher education;
- At least three years of relevant work experience (after internships) in the area of mental health or public health (including aspects of mental health) policy;
- Good knowledge of EU processes, interactions and the dynamics of EU policy-making and of EU and International policies and legislation in the (mental) health field;
- Good knowledge of developments in the field of transparency, rights in the field of mental health, medical education, and/or use of medicines in mental health;
- Proven project management skills;
- Proven experience in designing and implementing advocacy activities and in coordinating multi-stakeholder initiatives;
- Understanding of and commitment to the psychosocial model of mental health and social model of disability;
- Fluency in English – native level (written and spoken). Language skills will be tested during the interview with a writing exercise;
- Excellent writing skills (research and advocacy reports, articles, project proposals, other publications);
- Strong communication skills and ability to interpret and communicate policy developments clearly and concisely to a variety of audiences;
- Excellent organisational skills, ability to work autonomously, prioritise, take the initiative and meet deadlines;
- Excellent interpersonal skills and ability to work in a small, busy, international team and to collaborate with a varied membership;
- Willingness to travel;
- Computer literacy.

### Desirable

- Experience in participating in EU-funded research projects;
- Good knowledge of other European languages;

- Experience working for a European/international NGO;
- Experience of working in a membership organisation.

### What we offer:

- The possibility to contribute to better mental health for all;
- One year fixed-term contract, with the possibility of extension to a permanent contract after the first year.
- Work in a friendly, creative, flexible working environment at the heart of the Brussels EU district in a small, dynamic, open-minded and international team;
- A competitive NGO salary, according to experience and in line with MHE's salary scales;
- Hospitalisation insurance, contribution to public transport (homework allowance while in mandatory telework), pension scheme, thirteenth month, and lunch vouchers;
- MHE is an equal opportunities employer.

### APPLICATION PROCESS AND INFORMATION

Applications should be submitted to MHE's Policy Manager Laura Marchetti via [laura.marchetti@mhe-sme.org](mailto:laura.marchetti@mhe-sme.org) by **07 February 2021** Please specify in the email subject "Application for MHE Advocacy and Policy Officer".

Applications should include only the following attachments:

- A cover letter (no longer than 1 page) explicitly describing how the candidate's profile matches the different job requirements described above and what is the motivation for the post.
- A document (no longer than half a page) where the candidate addresses the following question: *What do you see as the three key priorities in 2021 for mental health at EU level and how can you contribute?*
- A CV, including details of two persons who can be contacted for references

**Closing date for applications: 07 February 2021**

**Foreseen date of interviews: week commencing 15 February 2021 (conducted remotely)**

**Starting date employment: as soon as possible**

All applicants must be qualified, eligible and able to work in Belgium. We are unfortunately not able to provide financial assistance to relocate to Brussels/Belgium. We thank you for your interest in our vacancy. However, due to the large number of applications foreseen, we regret that only shortlisted candidates will be contacted.