



MHE is looking for a Policy and Knowledge Officer – Health, Digitalisation & Environment

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.

THE POSITION

The Policy and Knowledge Officer will support MHE's policy and advocacy work in the field of mental health across different policy fields and projects. He/she will be responsible for a multidisciplinary portfolio that includes **health, digitalisation and environment** and will monitor emerging trends relevant to mental health in these sectors, coordinate policy and evidence-building as well as perform tasks in projects.

This position will support MHE's work on mainstreaming mental health in other EU policies; the Policy and Knowledge Officer will mainstream a human rights and disability rights approach to all his/her duties and tasks in line with MHE policy.

The Policy and Knowledge Officer will also coordinate the work of the COVID-19 Stakeholders Network within the European Commission Health Policy Platform (HPP) and of the recently established MHE European Mental Advocacy Platform.

Main duties include:

- Providing political intelligence, expertise and analysis and reacting to developments relevant to mental health and psychosocial disabilities from across the health, digitalisation and environment policy portfolios. This includes, but is not limited to e.g. the areas of transparency; community-based services; e-health and nature-based solutions;
- Mainstreaming the areas of health, digitalisation and environment in disability related work and frameworks (e.g. UN Convention on the Rights of Persons with Disabilities, the European Strategy on the Rights of Persons with Disabilities)
- 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);
- Building strategic relationships and liaising with relevant institutions and organisations active at the European level;

- Coordinating the work of the HPP COVID-19 Stakeholders Network and of MHE European Mental Advocacy Platform, including organising internal and stakeholder meetings, initiating and coordinating activities and ensuring adequate follow-up and reporting;
- Conducting and/or overseeing the carrying out of research, studies, mappings and collection of good practices;
- Co-ordinating and supporting the work of MHE's working groups and taskforces;
- Conducting activities and delivering high quality outputs for research and policy projects;
- Representing MHE at meetings and events across Europe;
- Following and contributing to the work of organisations of which MHE is a member;
- Liaising with MHE members;
- MHE being a small office, other tasks may be assigned from time-to-time.

Requirements:

Essential

- The position requires a policy and advocacy background in the health field at European level, not medical expertise;
- Master's level or higher education;
- At least three years of relevant work experience (after internships) in the area of health policy (expertise in mental health or public health policy are an asset);
- Good knowledge of EU processes, interactions and the dynamics of EU policy-making and of EU and International policies in the (mental) health field;
- Good knowledge of mental health related issues and the healthcare sector;
- Commitment to develop expertise in the areas of digitalisation and environment if not already acquired;
- Strong research and analytical skills;
- Proven experience in designing and implementing advocacy activities and in coordinating multi-stakeholder initiatives;
- 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 written 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 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-based organisation.

What we offer:

- The possibility to contribute to better mental health for all;
- A permanent contract;
- 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 Head of Operations via liuska.sanna@mhe-sme.org by **04 November 2021** Please specify in the email subject "Application for MHE Policy and Knowledge 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 2022 for mental health at EU level and how can you contribute through your expertise?*
- A CV, including details of two persons who can be contacted for references

Closing date for applications: 4 November 2021

Foreseen date of interviews: week commencing 08 November 2021

Starting date employment: as soon as possible

Candidates with no policy expertise will not be considered, thank you for your understanding. 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.

LINKEDIN → TO APPLY PLEASE READ THE CORRECT PROCEDURE AT THE END OF THE JOB ADVERTISEMENT