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MENTAL HEALTH EUROPE IS LOOKING FOR A PROJECT COORDINATOR – ONE YEAR

Mental Health Europe (MHE) is looking for a full-time Project coordinator for its secretariat in Brussels.

Purpose of job: to coordinate and implement the MHE's new project "Shedding Light", which aims at promoting transparency around financial relationships between the pharmaceutical industry and the mental health sector.

About the project: MHE believes that the lack of transparency around financial relationships in the mental health sector has led to lack of informed choice for doctors and patients, over-medicalisation and a worrying reliance on drugs as the main form of treatment for mental ill health. MHE has already addressed the issue through its "Mapping of Transparency and Sunshine Laws" in 2017 and wishes to continue this work through the new project. The core objective of the project is to promote transparency through awareness-raising and by promoting the adoption of sunshine laws across Europe. Another objective will be to inform stakeholders (*users of (mental) health services, health professionals, medical and psychiatry students, civil society etc.*) about the importance of full transparency in collaborative decision making about treatment, thus empowering people who seek support for their mental ill-health in their contacts with health professionals.

The project is funded by the Open Society Institute Mental Health Initiative.

Responsibilities include:

To coordinate the project and ensure the timely implementation of all its aspects, in cooperation with the Project Manager and MHE Director and Board, notably:

1. To coordinate the collection and analysis of information and to lead the drafting of a report discussing the state of play on transparency and sunshine laws in Europe, including recommendations;
2. To draft and prepare communications, campaign material, articles, items for the website and social media etc., for the purposes of the project and the launch of the report in collaboration with MHE staff, members and partners;
3. To organise events (logistical aspects as well as contents), including regular project meetings, a European event and two National seminars;

4. To reply to requests for information from external bodies as well as members;
5. To participate in meetings as well as representing MHE at meetings and events across Europe;
6. To coordinate contacts with all stakeholders involved in the project including funders and to respect and implement deadlines.

Requirements for the position

Essential:

- Knowledge of the (mental) health sector or proven interest or experience in the sector
- Understanding of and commitment to the social model of disability and of mental health
- Understanding of European policies, especially health policies, but also human rights
- Fluency in English (written, spoken)
- Experience of project implementation
- Experience in organising events
- Excellent communication skills (written/oral) and experience in preparing communication material
- High sense of priority setting and ability to react quickly
- Ability to work autonomously and to take initiatives
- Ability to be flexible and to adapt to unforeseen issues and changes
- Good social skills and ability to work in a small, busy, international team
- Willingness to travel
- Computer literacy

Desirable:

- Knowledge of or experience from the pharmaceutical industry
- Knowledge of other European languages (especially French)

Applications should be submitted to MHE Director Maria Nyman:
maria.nyman@mhe-sme.org

Applications should include:

- A cover letter
- Your CV
- Details of two persons who can be contacted for references

Salary: 2805 euro monthly gross salary. MHE also offers hospitalization insurance, contribution to public transport, end of year bonus and lunch vouchers to all employees.

Closing date for applications: **5th of January 2018**

Date of interviews: **16th of January 2018**

Starting date employment: **As soon as possible – ideally by the 1st of February 2018**

Many thanks to all who show an interest in this position. However, please note that only short-listed candidates will be contacted.

About MHE:

Mental Health Europe is a European non-governmental network organisation committed to the promotion of positive mental health, the prevention of mental distress, the improvement of care, advocacy for social inclusion and the protection of the rights of (ex)users of mental health services, persons with psychosocial disabilities, their families and carers.

For more information, please visit our website www.mhe-sme.org