

The European Patients' Forum (EPF)  
is recruiting a

**EUPATI Content Coordinator**

To join its Secretariat in May 2017

Deadline for applications: 30<sup>th</sup> April 2017  
Starting date: May 2017 (as soon as possible)

## Background Information

The European Patients' Forum (EPF) is the umbrella organisation of pan-European patient organisations active in the field of European public health and health advocacy. EPF currently represents 74 patients' organisations, including both chronic disease specific patients' organisations operating at the EU level and also national coalitions of patients' organisations.

Since early 2012 EPF has been leading the IMI-funded Project "Patients Academy on Therapeutic Innovation" (EUPATI) a project of 33 organisations, with partners from patient organisations, universities and not-for-profit organisations, along with a number of pharmaceutical companies. See [www.eupati.eu](http://www.eupati.eu).

The overall objective of EUPATI was to provide education and training to increase the capacity and capability of patient advocates to understand and contribute to medicines research and development and also improve the availability of objective, reliable, patient-friendly information for the public.

Over the last five years EUPATI has:

- Developed comprehensive training material on medicines R&D for the Patient Expert Training Course structured around six modules reflecting the medicine's life cycle (introduction to medicines R&D, early discovery, pre-clinical development, clinical development, regulatory affairs, HTA).
- Roll out two cycles of the Patient Expert Training Course with 98 Patient Experts expected to have graduated by November 2016.
- Designed and deployed the "EUPATI Toolbox" and "EUPATI Internet Library" in 7 languages to more than 50.000 individuals.
- Established ~18 EUPATI National Platforms (launched in AT, FR, DE, IE, IT, MT, ES, CH, UK, PL additionally emerging in DK, SK, SR, NL, PT, GR, under construction in BE, and LUX).
- Developed and published guidances and frameworks of interaction of patient organisations with industry, regulators, HTA bodies and ethics.

- Established EUPATI as quality brand for patient education and led the public debate about patient involvement in R&D

EUPATI, as an IMI project is due to end on 31 of January 2017, with its Executive Committee, in full agreement with the EPF Board, having agreed that the project will be continued after that date, and until at least 31 December 2019, as a Programme under the auspices of EPF, whilst maintaining the spirit of a Public Private Partnership, building on the success of EUPATI as an IMI project.

EPF is now looking for a qualified professional who can take over the coordination of content development in EUPATI as an EPF Programme.

## Purpose of the role

The EUPATI Content Coordinator is responsible for the development and maintenance of content for the EUPATI programme.

## Key areas of responsibilities

The post holder will be responsible for:

### Content coordination

- Coordinating development of new articles/lessons for the EUPATI Toolbox and Expert Course;
- Coordinating updates to existing content;
- Managing translation of EUPATI Toolbox content;
- Distribution of content on the EUPATI website and learning management system;
- Managing the EUPATI file system;
- Monitoring of the use of EUPATI material under Creative Commons License.

## Profile specification

### Qualifications and Experience

- Bachelor's degree (or equivalent) in Life Sciences, or another related/relevant field;
- 1-3-year experience in the management of projects and programmes;
- Proven experience working on multi-stakeholder projects (NGOs, industry, academia, etc.);
- Previous work experience in science communication, especially in relation to public health, and medicines' R&D is highly desirable;

### **Knowledge, skills, abilities**

- Excellent project management skills;
- Demonstrated ability to work effectively in multi-stakeholder teams, delivering through and with others;
- Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities;
- Excellent interpersonal, communication, and problem solving skills;
- Strong computer skills, including word processing, spreadsheets, presentation packages, internet, and excellent ability to navigate the social media environment;
- Familiarity with WordPress, Moodle, and HTML would be advantageous;
- Excellent verbal and written skills in English are essential, plus working knowledge of at least another EU language is required;
- Demonstrable commitment to the vision and mission of EPF and EUPATI, especially in relation to promoting the meaningful involvement of patients.

### **To apply**

Qualified candidates should submit, only via email (mail subject: “Application for the position of Content Coordinator”), a cover letter and CV in English to: [jobs@eupati.eu](mailto:jobs@eupati.eu) by 30 April 2017 at the latest.

Please note that due to the volume of applications expected, only shortlisted candidates will be contacted.

The selected candidate should be prepared to start in the course of May 2017.