

**The European Patients' Forum (EPF) is recruiting a**

## **Youth Intern**

**Full-time (100%)**

**To start as soon as possible**

**Interviews will take place on a rolling basis**

**Location: EPF Secretariat offices, 180 Chaussée d'Etterbeek, 1040 Brussels**

## **BACKGROUND**

The European Patients' Forum (EPF) is one of the most prominent civil society organisations active in health policy at European level. EPF is the umbrella organisation of patient organisations across the EU and a driving force to advance patient empowerment and involvement in EU health policy debates. EPF's vision is to ensure equitable access to high-level, patient-centred care for all patients in Europe.

EPF engages in policy advocacy and campaigning and participates in EU-funded projects. We organise educational and policy events, and capacity-building initiatives.

EPF was founded in 2003 and is a non-governmental, non-profit organisation with a secretariat based in Brussels. EPF currently represents 75 members, which are national coalitions of patient organisations and disease-specific patient organisations working at European level. We reflect the collective voice of the estimated 150 million patients living with various chronic diseases throughout Europe.

For more information see [www.eu-patient.eu](http://www.eu-patient.eu)

## **PURPOSE OF THE ROLE**

The purpose of the role is to support the sustainable growth of the EPF Youth Group by letting a young patient learn how to run the group activities. S/he will have the opportunity to gain knowledge about the different facets of patient organisations advocacy work, with a focus on various projects such as sexual health and well-being of young patients with chronic conditions etc, contribution to the organisation of the Summer Training Course for Young Patient Advocates and the Artificial Intelligence project. The internship is meant also to improve organisational, public relations and patient advocacy skills.

## **KEY RESPONSIBILITIES**

- Helping organise the Youth Group (YG) external (workshops etc) and internal meetings (Spring and Fall YG Meeting);
- Coordinating the monthly teleconferences within the YG;

- Helping build the Youth Group network and organise and attend meetings with external stakeholders (medical students associations doctors, MEPs, Youth organisations, etc.);
- Acting as first contact person for the recruitment of new members in the Youth Group;
- Contributing to Youth related activities with external entities (EMA etc);
- Coordinating contributions from the YG to the EPF newsletter;
- Helping with reporting and drafting of recommendations;
- Managing the European Young Patients Facebook, Twitter and Instagram pages;
- Supporting EPF campaigns (such as EPF Elections campaign, EPF Congress, etc.) by bringing the youth perspective.

## KNOWLEDGE, SKILLS AND EXPERIENCE

- Very good/fluent English speaking and writing skills (other languages are an asset);
- Bachelor or higher-level education level;
- Good command of Microsoft Office (Word, Excel & Power Point);
- Proactive, flexible attitude, and a good communication skills;
- Excellent organisational and team working skills.

## KEY INTERFACES

### Internal:

- All members of the EPF staff

### External:

- EPF Youth Group

## WE OFFER

- Paid internship for 6 months starting as soon as possible;
- Internship contract: *Convention d'immersion professionnelle* (CIP); only applicable if the candidate holds a diploma and is not linked to any internship with the university.
- Applicants should have a valid EU working permit;
- Many learning opportunities;

- A friendly, dynamic, and multi-cultural team and international working environment;
- An opportunity to gain hands-on experience on EU health policy and advocacy work working for a highly respected organisation.

## HOW TO APPLY

If you are interested, please submit an application via email, including a cover letter, CV in English to: [recruitment@eu-patient.eu](mailto:recruitment@eu-patient.eu) (Subject line: “Youth Intern -NAME”)

### **Interviews will take place on a rolling basis**

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

All qualified applicants will receive consideration for employment without regard to race, colour, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, or age.

EPF will process the data submitted by candidates for the purposes of recruitment and selection, according to its Privacy Policy: <http://www.eu-patient.eu/About-EPF/epf-privacy-policy/>. We will treat your data with the utmost care and take all appropriate steps to protect it.