

Job offer EU Policy Adviser

EFA, the European Federation of Allergy and Airways Diseases Patients' Associations, is looking for an **EU Policy Adviser (m/f)** to start in June/July 2016 for one year period to cover partial absence of EFA policy lead.

EFA is the European network of national patient organisations that represent people with allergy, asthma and chronic obstructive pulmonary disease (COPD). EFA is dedicated in making Europe a place where people with these diseases have the right to best quality of care and safe environment, live uncompromised lives and are actively involved in all decisions influencing their health. Visit www.efanet.org for more information.

Job description

Under the supervision of EFA Director, he/she will liaise with EFA Senior EU Policy Advisor and carry on EFA advocacy activities. He/she will organise EFA external events and coordinate with EFA Communication Manager for communicating EFA's main political messages. As part of a small team, he/she will also work closely with EFA project team, and have access to diverse membership and a vast network of stakeholders.

His/her main tasks will include, but not be limited to:

- Researching for and drafting internal EU policy briefings for members and external positions papers for policy-makers and stakeholders
- Coordinating EFA network response to relevant EU policies
- Liaising with EU policy-makers and stakeholders active in the field of public health and medical research and for the protection of health and quality of life of patients with asthma, allergy and COPD
- Lead EFA policy campaigns and co-run the secretariat of the European Parliament Interest Group on Allergy and Asthma
- Following up and communicating EU policy developments related to EFA mission and objectives internally to members
- Contributing to EFA external communication via our website, social media, newsletters and other communication means
- Organising EFA external events and internal trainings for members
- Representing EFA at external events

Requirements

He/she should have the following **obligatory** experience and qualities:

- Sounding knowledge of EU policies, especially in health, as well as of the functioning of EU institutions
- Previous experience in leading EU policy
- Interest in allergy and respiratory diseases (specifically asthma and COPD), patient-centred healthcare system change and patients' representation
- Perfect working proficiency in English
- Expertise using Microsoft Office applications
- Excellent communications skills, both oral and written
- Very good social and interpersonal skills, a keen sense of responsibility and initiative
- Ability to work autonomously within a small team, and with tight deadlines

- Ability to multitask, plan and prioritise a complex and diverse workload
- Availability for occasional evening/weekend work, as well as travels

Priority will be given to candidates that also match the below **desirable** requirements:

- Degree in public health, European studies, or a related field
- Previous working experience in the EU institutions
- Advanced understanding of patient rights and public health issues
- Previous experience in a non-profit European membership-based

What we can offer

He/she will have the possibility to take responsibility/leadership on specific issues according to his/her ability and interest. As part of a small team, he/she will work closely on a wide range of topics from environment, healthcare and research to running a non-profit organisation, thus gaining valuable experience and competence.

He/she will receive a standard Belgian contract for the duration of one year full time with a competitive salary matching the successful candidate's experience and expertise, and report to EFA Director.

Please apply by sending your CV, together with a cover letter and subject line "EU Policy Advisor" no later than the **6th June 2016 (12 o'clock)** to roberta.savli@efanet.org. Consideration will be given only to candidates matching the profile requirements. Only successful candidates will be notified and interviews will be held in June 2016.