

## **POLICY, ADVOCACY AND PUBLIC HEALTH MANAGER**

**Reports to:** EASL Managing Director

**Location:** EASL Office in Geneva, Switzerland

**Start date:** As soon as possible

**FTE:** 100%

The European Association for the Study of the Liver (EASL) is looking for its new Policy, Advocacy & Public Health Manager. EASL is a non-profit organization (NPO) with its headquarters in Geneva, Switzerland. It performs its duty under a written constitution.

### **About EASL**

EASL was established in 1966 by a founding group of 70 European hepatologists. Over the past 50 years EASL has grown into a major European medical association with significant international representation and global influence. EASL currently has over 4,000 members from all continents, and the annual meeting is now the major international scientific event for liver diseases with more than 10,000 participants. EASL's core mission is the promotion of research and education concerning the liver and liver diseases. EASL runs a comprehensive portfolio of conferences, schools and related educational meetings. More recently, EASL has established a broad collection of online education and digital tools.

EASL acts as an advisor to European and national health authorities. All EASL activities and projects are coordinated and executed by the EASL office in Geneva. The current office covers a broad range of expertise ranging from events management, education and publishing to marketing, finance management and public relations.

### **The Position**

We are looking for an experienced, strategic thinking, policy, advocacy and public health professional with excellent planning and implementation skills to manage our policy and public health projects.

*Your role will be to:*

- Co-develop, manage and implement a coherent and coordinated policy, advocacy and public health strategy to support EASL's mission, to grow its influence and visibility and reduce liver disease in Europe and support the hepatology healthcare and patient community.
- Establish, promote and maintain relationship with our key audiences, including, but not limited to European and national Parliaments, the European Commission and external agencies (ECDC, EMCDDA, WHO Europe, EMA, etc) as well as relevant patient associations, the EASL International Liver Foundation (EILF) and other key civil society and academic partners.
- Develop and implement a robust approach and set of Key Performance Indicators (KPIs) to help benchmark and evaluate EASL's policy, advocacy and public health activities to demonstrate the impact and value of what we do.
- Manage EASL participation in EU-funded projects, in collaboration with EASL Communication team

*Planning and performance:*

- In consultation with the EASL Secretary General & the EASL Policy & Public Health Committee, develop and draft strategy and work plans and contribute to the effective development and delivery of EASL's policy and public affairs priorities.
- Produce a wide range of high-quality written outputs for various audiences including well-targeted research reports, policy briefings, newsletters, social media posts, etc.
- Together with the EASL Policy & Public Health Committee, commission agenda setting publications, working with a range of partners including think-tanks and academic researchers.
- Encourage and oversee the appropriate engagement of EASL Governing Board members, national societies, the wider EASL membership and the EASL office team in the development and dissemination of EASL's policy, advocacy and public health positions and research work.
- Liaise closely with colleagues in the EASL office to ensure that EASL's policy and public health programme contributes to the delivery of key strategic priorities.
- Establish, promote and maintain relationships with politicians, policy makers, external agencies, EASL members, patients groups, think tanks and other members of the civil society sector to influence the health and research agenda of the EU, Member States and WHO to ensure the best possible operating environment for EASL-supported policies that can deliver real benefits for liver health in Europe.
- Act as the Secretariat for EASL's Policy and Public Health Committee, working closely with the Chair of the group/ EASL EU Policy Councillor.
- Identify EU funding sources to support EASL's policy and public health work, as well as research opportunities for EASL members.
- Provide advice and support to EASL members on all matters connected with relevant EU policy and public health.
- Prepare and track the annual policy and public health budget, and related KPIs, liaising with the EASL Finance Department and the Managing Director as needed.

**Knowledge, skills and experience:**

We are looking for a candidate who has:

- A degree or post-graduate qualification in a relevant discipline (e.g. law, public health, political science, EU/International Relations, economics, government affairs, life sciences).
- At least five years working in a national, EU or global health and/or social policy or public health role.
- Extensive knowledge of EU health and/or social policy including funding opportunities in this area.
- Experience in project management, including work plans, and budgets.
- Proven experience in government affairs/relations, patient advocacy group and NGO relations.



**Contact details:**

Please send your complete application (CV, motivation letters and working certificates and Diplomas) to [recruitments@easloffice.eu](mailto:recruitments@easloffice.eu)

Only complete application will be considered.

NB. Due to time constraints, we will only answer to the applicants that are selected for a first round of interview. Thank you for your understanding.