



## Open Position

### Assistant to the Director

This is a unique opportunity to participate in the rapid expansion of the European Men's Health Forum (EMHF), the leading men's health advocacy organisation in Europe.

Men's health is an exciting and relatively recent field of public health where innovative approaches to promote earlier diagnosis and better disease management are regularly developed and tested.

The successful applicant will play a highly visible role within our European network that spreads from Portugal to Ukraine. He/she will gain valuable experience in policy development and practice sharing.

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- Responsibilities:** To assist the Director of EMHF with all tasks of general management and particularly reporting to the Board, membership liaison, event and project coordination.
- Profile:** Previous experience in similar role required.
- Fluent English, second European language a plus
- Ability to self-manage / self-motivate; Applicant must be able to work remotely (e.g. home-based)
- Excellent organisation and presentation skills; MS Office proficiency (Outlook, PowerPoint, Excel, and Word)
- Contract:** Full time on a freelance basis  
Start date Feb-Mar 2008  
Some travel may be required
- Location:** Brussels preferred.
- Remuneration:** €30-35k p.a. neg.
- Applications and enquiries:** [office@emhf.org](mailto:office@emhf.org)

**The European Men's Health Forum**  
Rue de l'Industrie, 11 B-1000 Brussels [www.emhf.org](http://www.emhf.org)

EMHF is an independent, non-governmental, non-profit making organisation established to raise male health awareness across Europe. It aims to promote collaboration between interested individuals and organisations on the development and application of health policies, research, education and prevention programmes. EMHF provides a unique platform for non-discriminatory co-operation and information exchange within Europe and with other countries worldwide.

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