



EUPHANxt

## Call for applications - Openings in the EUPHANxt team

EUPHANxt is a unique network and platform within the European Public Health Association (EUPHA) for students and early career researchers, policymakers and professionals in the field of public health. EUPHANxt is a free and open initiative that aims to sensitise and involve the future generations into the European and multidisciplinary network of public health associations. EUPHANxt was established in 2011 and since then it has been coordinated by young professionals and has grown into a network with over 1500 subscribers.

EUPHANxt's mission:

- Create a network between young professionals interested in public health and health related fields, to advance information sharing and international collaboration.
- Strengthen the presence of young professionals in the European public health community by facilitating their contact to relevant public health professionals and by providing them with opportunities to further advance their academic skills
- Build collaborations with associations of young public health professionals to broaden the EUPHANxt network and represent the diverse aspects of public health.

EUPHANxt promotes training and education for public health students and young professionals by organising a skills building workshop at the annual European Public Health conference. And EUPHANxt sends newsletters to its subscribers on a regular basis informing them about recent news, upcoming events, projects and activities.

For EUPHANxt to be successful in the future, the EUPHANxt team needs to expand. Therefore, we are opening four new positions.

For more information please visit our website: <https://eupha.org/euphanxt>.

Overall requirements for the EUPHANxt team:

- The candidate has to study or work within the field of public health.
- Willingness to attend the monthly Skype meetings with the EUPHANxt team.
- Ability to commit to the position for at least one year, preferably longer.
- EUPHANxt coordinators need to be under 30 years of age.

Skills and experience:

- A team player with outstanding interpersonal skills.
- Ability to take initiative.
- Strong written and communication skills.
- Good organisational skills.
- Competent in Microsoft Office.
- Eager to learn and have a hands-on attitude.
- Willingness to strengthen and develop the network.

Benefits:

- Exposure to a network of public health professionals in Europe.
- Opportunity to do an internship at the EUPHA office in Utrecht, the Netherlands.
- Ability to be part of an active group of public health students and young professionals.

Note: This is a voluntary position, meaning that there is no financial reimbursement. The position is ideal as an extracurricular activity alongside your studies.

### **EUPHANxt Coordinator**

The EUPHANxt Coordinator is responsible for overseeing all EUPHANxt activities and distributing tasks to other active members. The EUPHANxt Coordinator will be the one most in touch with the EUPHA office to coordinate the activities and keeping the EUPHA office updated. The EUPHANxt Coordinator represents the EUPHANxt at the Executive Council meetings.

For this position we seek someone that can overlook the activities of a dynamic network, is flexible, sees and grabs opportunities. Preferably someone that is familiar with EUPHA or, at least, someone that is knowledgeable about European public health.

### **EUPHANxt Conference Manager**

The Conference Manager will work closely with the Coordinator in planning and overlooking activities. In case the Coordinator is not available, the Conference Manager will have the tasks and responsibilities of the EUPHANxt Coordinator. One of the key activities of the Conference Manager is to coordinate the activities related to the annual European Public Health Conference, including the submission of workshop abstracts, as well as the organisation of the social event for EUPHANxt members. For examples of the EUPHANxt activities at the EPH conference, see the conference programme on [ww.ephconference.eu](http://ww.ephconference.eu).

### **EUPHANxt Partnership Manager**

The Partnership Manager keeps up with current and creates new partnerships. The Partnership Manager should also be updated on activities of EUPHANxt partners to be able to distribute them to EUPHANxt members and include the information in the EUPHANxt newsletters. In these cases, the partnership manager is responsible for formulating these sections for the newsletter that will be put together.

For this position we are looking for someone that is familiar with relevant organisations in the public health field – or someone that could familiarise him/herself with those organisations quickly – in order to identify potential partners. Subsequently, he or she should have the interpersonal and organisational skills to build and maintain partnerships with several international partners.

### **EUPHANxt Communication Manager**

EUPHANxt has a Twitter and Facebook account. These accounts need to be active and updated with information and news relevant for EUPHANxt members. The Communication Manager will be responsible for these accounts and have access to the relevant usernames and passwords. Further, the Communication Manager is also responsible for setting up google docs documents and keeping them in order for everyone. The communication manager should also make sure that the information on the website is accurate. Finally, the communication manager also coordinates the periodic newsletter. Adept written and communication skills are essential for this position.

### **How to apply?**

If you believe you are the perfect fit for one of these positions, please apply! Send a motivational statement (max. 300 words) and CV to [info.euphanxt@eupha.org](mailto:info.euphanxt@eupha.org) with the subject line 'Application for the EUPHANxt team'. Clearly state the position that you apply to in your motivational statement. Applications are accepted until September 20<sup>th</sup>, 2017 midnight (00:00 CEST). We will not be able to accept applications after this date. Questions regarding this call can be directed to the same email address with the subject 'Question regarding the application for the EUPHANxt team'. We will do our best to provide a prompt response.

After the application deadline you can expect an answer from the EUPHANxt team within 4 weeks. Please note that only shortlisted candidates will be contacted.