



Mental Health Reform

Promoting Improved Mental Health Services

SENIOR POLICY & RESEARCH OFFICER (4 month contract)

JOB DESCRIPTION & PERSON SPECIFICATION

Position Title:	Senior Policy & Research Officer
Reports to:	CEO
Supervises:	Research Officer and Policy & Research assistant
Location:	Remote working with occasional meetings in Dublin

Mental Health Reform (MHR) is the national coalition driving reform of Ireland's mental health services and supports. Our vision is of an Ireland where everyone can access the support that they need in their community to achieve their best possible mental health. With more than 70 member organisations and thousands of individual supporters, MHR provides a coordinated voice to Government, its agencies, the Oireachtas and the general public on mental health issues.

POSITION SUMMARY

The Senior Policy & Research Officer will have responsibility for leading the policy function of Mental Health Reform. This will involve:

- identifying key issues and developments in the mental health (and wider) environment and
- recommending priority issues to be to be addressed through MHR's policy work

The Senior Policy and Research Officer will also be responsible for building the evidence base for Mental Health Reform's representative and advocacy work through consultation, desk and empirical research, and producing policy inputs to Government and other consultative processes.

Working closely with the CEO, the Senior advocacy & Communications Officer, and other staff members, the person will participate in and support MHR's consultative and influencing activity to fulfil the objectives of MHR's current and future Operational Plans.

RESPONSIBILITIES

1. Manage Mental Health Reform's research and policy portfolio

- Manage agreed policy and research projects, including consultations with relevant stakeholders
- Produce policy submissions and research papers in support of MHRs policy objectives. In this period these include;
 - Submission on the National Mental Health Promotion Plan
 - Review of MHR's mental health and ethnic minority guidelines
 - Proceedings from MHR's webinar on LGBTI+ sensitive mental health services
 - Budget 2021 and HSE National Service Plan analysis
- Conduct consultations with mental health service users and family members
- Ensure ongoing engagement and relationship building with service users and family members
- Conduct desk research on international and national good practice and implementation of policy
- Conduct empirical research to provide an evidence base for MHR's advocacy work
- Develop relationships with policy and research partners related to the work of MHR
- Develop draft policy positions and preparation of policy submissions and publications on behalf of MHR
- Prepare briefing papers, information analysis and updates as required
- Proactively monitor relevant developments in Irish and international mental health policy, practice and law
- Organising policy and research events, including seminars, conferences, public meetings, etc.
- Conduct consultation with MHR's member organisations, advisory groups and international and national experts

2. Representing Mental Health Reform in cross-departmental activity

- Represent MHR in cross-departmental consultative forums and at public events

3. Training/support/development of local groups

- Build trust and working relationships with members' grassroots networks and groups involved in consultative forums of the HSE
- Develop the capacity of MHR's Grassroots Forum, comprised of people with lived experience and family members/carers
- Develop and deliver training and capacity-building programmes at local level

4. Organisation

- To work within the framework of the overall objectives and the policies and practices of MHR
- To contribute to the promotion of equality of opportunity, anti-discriminatory practice, diversity, individual rights and choice in all aspects of work
- To carry out other administrative duties as required
- To participate in Mental Health Reform's performance management system and engage in supervision sessions on a regular basis with the Director
- To supervise interns, volunteers and staff members, as required
- To participate in relevant training and development courses as agreed with the Director
- To undertake such other duties as might be reasonably assigned from time to time in consultation with the Director
- To be vigilant to any Health, Safety and Welfare risks in the workplace and bring any concerns to the attention of the Director or Health & Safety Representative
- Promote collaboration at all levels of the network, and ensure that the views and common interests of members are understood and effectively expressed by MHR

PERSON SPECIFICATION

Essential qualifications, skills and experience:

- Advanced/Postgraduate qualification (or equivalent) in social policy, social science, human rights, public policy or other relevant discipline
- Considerable proven experience in leading the production of policy and research outputs
- Excellent written and verbal communication skills
- Excellent organisational skills including a proven ability to work to deadlines
- Project management experience
- Experience of representing a stakeholder group to Government and/or public agencies
- Knowledge of the Irish mental health system and mental health issues
- Ability to work with initiative within a small team
- Proven success in developing and implementing policy influencing and outreach strategies

Attitude:

- Commitment to the vision, mission and values of Mental Health Reform

Desirable experience:

- Experience in conducting quantitative research
- Experience of lobbying or campaigning

Terms

This is a fixed term contract position subject to funding and completion of a probationary period. Flexibility is required regarding hours as some weekend and evening work may be necessary. Travel and out of office work will also be a feature of the role.

Salary: salary will be commensurate with experience

Hours of Work: 37 hours per week

Annual Leave: 24 days

Applications: Please email your CV and cover letter to dbrown@mentalhealthreform.ie.

In your letter please state salary expectations and when you would be able to begin the role. Closing date for the submission of applications is ***Sunday the 4th of October***.

Please Note: This document is not intended to be an exhaustive job description - it serves only as an overview of the role Mental Health Reform is an equal opportunities employer