



The EUPATI Foundation, European Patients' Academy,  
is looking for  
A Patient Engagement Training Coordinator

<b>JOB TITLE:</b>	EUPATI Patient Engagement Training Coordinator
<b>REPORTS TO:</b>	EUPATI Executive Director
<b>LOCATION:</b>	Home-based, with some travel within Europe (when possible considering COVID 19 restrictions)
<b>TYPE OF CONTRACT:</b>	Part-time Consultancy 50-75% (fixed-term contract until 31 December 2021 with a possibility of extension)
<b>START DATE:</b>	1 January 2021 or as soon as possible
<b>DEADLINE:</b>	Rolling recruitment process
<b>INTERVIEW:</b>	Potential candidates will be invited to an online interview after submitting their application.
<b>APPLICATION:</b>	Please submit your cover letter and CV in English including 2 referees and your daily rate expectation to <a href="mailto:info@eupati.eu">info@eupati.eu</a> , with email subject line: "Patient Engagement Training Coordinator"

#### ABOUT EUPATI

[The European Patients' Academy](#) is a pan-European Foundation operating as a public-private partnership by a collaborative multi-stakeholder consortium from patient organisations, pharmaceutical industry, academia, and not-for-profit organisations. Established in 2012, EUPATI is a flagship project of the Innovative Medicines Initiatives ([IMI](#)) as well as the European Patients' Forum ([EPF](#)). The main mission of EUPATI is to build capacity and training on medicines research and development, as well as other therapeutic innovation, for patients and patient representatives.

EUPATI has already trained over 150 patient experts on medicines development, clinical trials, medicines regulations, health technology assessment. Additionally, EUPATI offers and maintains the Toolbox on Medicine Development, and coordinates a network of national platforms for patient advocates. The Toolbox has been accessed by 4 million users to date worldwide and it is available in 9 languages.

Since 2017, EUPATI has been striving to enable meaningful and sustainable patient engagement through patient education. This has led to the expansion of our services to include training for non-patient stakeholders to promote effective and meaningful patient engagement. These include the EUPATI Fundamentals, EUPATI Essentials and tailor-made in-house trainings. The estimated number of trained professionals in 2020 is 250 persons. The target group for these trainings are professionals working with patient engagement in academia and pharmaceutical industry. The trainings are conducted in English, in Face-to-Face format (since April 2020, the trainings have been organised online due to COVID 19).

EUPATI is now looking to strengthen its training team due to the growing demand for patient engagement trainings for professionals.

## PURPOSE OF THE ROLE

- To take a leading role in managing and implementing EUPATI's patient engagement trainings  
- EUPATI Fundamentals, EUPATI Essentials and tailor-made in-house trainings.
- To develop collaborations with third parties to increase the reach of EUPATI's training for professionals working in academia and industry.

## KEY AREAS OF RESPONSIBILITY

- Lead the planning and delivery of the EUPATI's patient engagement trainings; EUPATI Fundamentals, EUPATI Essentials and tailor-made in-house trainings
- Adjust the content and format of the trainings as necessary according to the target group/client
- Manage and expand EUPATI's pool of trainers; organise training of trainers
- Act as a co-trainer and/or moderator for the trainings
- Promote the EUPATI training portfolio among third parties and explore new collaborations
- Perform regular monitoring and evaluation of the training activities

## KNOWLEDGE, SKILLS, EXPERIENCE AND COMPETENCIES

### Essential

- A degree in life sciences, social sciences or any other relevant field.
- Thorough understanding of the different stages of medicines R&D and patients' involvement within this process.
- Important knowledge and experience of patient engagement and advocacy.
- Experience in organisation and facilitating of training programmes.
- Strong project management, organisational and time management skills.
- Commitment to NGO sector values and methods.
- Experience in working with the different stakeholders in medicines R&D (e.g. pharmaceutical industry and academia/governmental agencies).
- Excellent Word, Excel and PowerPoint skills.
- Fluent in written and oral English.

## PERSONAL QUALITIES AND ATTRIBUTES

- Proactiveness and high degree of autonomy.
- Structured and organised.
- Ability to multitask and manage evolving priorities.
- Fast-learner and excellent communicator.
- Demonstrated experience of working under pressure and with tight deadlines.
- Strong problem-solving, analytical and evaluative skills.
- Excellent communication / networking skills.
- Ability to interact with people at all levels.
- Strong attention to detail.