

Role Description | Project Responsible of Better Together*

Team | Social Impact Initiative (SII)
Accountable to | Social Impact Coordinator, Vice President

Purpose of the Role

- Conducting, maintaining, evaluating and developing the Better Together Campaign of the Social Impact Initiative

Main Responsibilities

- To lead and oversee the campaign by coordinating Local Coordinators and the SII Team Members, and to take responsibility for everything that happens under the name of “Better Together” in collaboration with the SII Coordinator
- To create and oversee the evaluation process of the Better Together campaign
- To provide ideas for the improvement of the current projects and their organisation, as well as ideas for potential future projects
- To actively search for ways of financing for the on-going projects
- To manage the official social media accounts of the campaign and to review and approve the content that Local Coordinators make for their local accounts

Tasks

- Creating/updating evaluation forms for Local Coordinators, volunteers, trainers and participants
- Write an evaluation report based on the evaluation forms in collaboration with the Data Analyst Responsible
- Focusing on the development, improvement and refinement of the Better Together campaign through gathering and analysing the feedback received
- Updating the Better Together materials so that they are up to date and of high quality in collaboration with the Training Office
- Providing all the Local Coordinators and trainers with a certificate at the end of the wave
- Creating the call for and selecting the new wave’s Local Coordinators
- Taking care of the reimbursement of the Local Coordinators after the end of the wave, in collaboration with the Finance Officer
- Hold an introduction meeting for all Local Coordinators
- Mentoring the delegated countries, Local Coordinators and their teams
- Delegating tasks to the Team Members, overseeing their work, being available to answer

- their questions and discuss the issues of their mentees
- Creating and analysing three reports during the wave
- Actively searching for grants for the Better Together campaign in collaboration with the Grants Office

General

- Helping the SII Coordinator in overseeing the Better Together campaign
- Participating in online meetings, emails and any other kind of team communication on various platforms
- Communicating and collaborating with the External Relations Coordinator on external projects in relation to the Campaign
- Providing any interested externals with information on the campaign
- Taking care of the social media pages of Better Together (Facebook, Instagram, blog), including planning, researching, creating and reviewing posts
- Contributing to the team's action plan and working towards its realisation
- Delegating tasks to the Team Members

Requirements

- A strong command of the English language
- Time-management skills
- Organisational and project management skills
- Assertive communication with both externals and internals
- Proactive approach
- Delegation and feedback skills
- Motivational skills
- Good communication skills both written and spoken
- Expressed interest in ongoing issues in society, especially regarding mental disorders

Please note that EFPSA's roles are always being developed, therefore, there may be slight variations to this document since it was produced. If you would like to ask any questions, receive additional insight or state interest in this position, please contact the current Social Impact Initiative Coordinator on socialimpact@efpsa.org or the Vice President on vicepresident@efpsa.org.

**Please note that this change is pending approval at March e-voting, 2021*