
MHFI Director of Operations: Summary of Work Undertaken in August 2013

Tasks included ...

- Finalising a draft of the report on MHW 2013 and circulating this to the MHFI Sub-Group for comment.
- Meeting Catherine Bates from the DIT Students Learning with Communities initiative (7th August) to develop a list of proposals for student projects to celebrate MHW 1014.
- Meeting Paul O’Kane from Belfast Men’s Health Group to review the success of MHW 2013 events in Belfast (28th August).
- Researching, writing and submitting a full application to the National Office for Suicide Prevention (NOSP) for funding to meet Recommendation 10 in the Young Men and Suicide Project Report.
- Liaising with Man Matters to determine options for a roll-out of the ‘Engage’ Training for Trainers programme in Northern Ireland.
- Researching costs for delivery of the ‘Engage’ programme in Northern Ireland.
- Updating the email contact details for ‘Engage’ on the MHFI website.
- Meeting Cahir Murray, from Parenting NI in Derry, to discuss what Man Matters can offer in terms of men’s health training and courses (22nd August).
- Re-formatting and consolidating the content for the Man Matters ‘Guide for Separated Fathers’ publication.
- Continuing the promotion of / recruitment for the Man Matters online survey on service providers’ experience of working with fathers in Northern Ireland.
- Following-up payment of the MHFI claim made to Man Matters.
- Helping to make practical arrangements for the next meeting (13th September) between women’s work and men’s work organisations in Northern Ireland - to identify areas of common concern.
- Fixing the broken link on the ‘Subscribe to E-Male Matters’ online submission button.
- Assisting the Southern Health Trust Sure Start Network to organise / recruit participants for a two day strategic planning event on engaging with fathers.
- Making all practical arrangements (e.g. booking a venue, preparing agenda, circulating minutes, sending reminder emails) for the forthcoming MHFI Management Committee meeting.
- Coordinating MHFI’s input to the UK-wide Human Papillomavirus (HPV) campaign calling for the vaccination of boys as well as girls.
- Submitting detail on MHFI to the Carmichael House website.
- Changing the visible screen parameters of the ‘Latest News’ scrolling banner on the MHFI website.
- Representing MHFI at a meeting of the Southern Area Men’s Health (SAMH) Group (20th August).
- Meeting Peter Robinson from Identity NI to discuss additions / updates / fixes to the MHFI website, and options for the creation of a new SAMH website (26th August).
- Helping staff from the Domestic Violence Helpline (in Northern Ireland) to recruit participants for a roundtable discussion on how to effectively engage men in using this service.
- Creating a logo-driven hyperlink to the ‘WorkOut’ young men’s mental fitness App from the MHFI website.
- Downloading, registering and initialising an MHFI copy of the ‘Filezilla’ File Transfer Protocol (FTP) programme - to enable multiple document uploading to and editing of files on the Forum’s website.
- Removing Paul Gillen’s email account from the MHFI Yahoo Email Group.
- Researching / producing / disseminating the September 2013 edition of ‘E-Male Matters’.
- Submitting regular content to the MHFI Facebook and Twitter pages.
- Updating the MHFI website News pages; adding links to the Resources pages; making new reports available online; uploading content to the Secure Committee Login Area of the MHFI website ...
- Undertaking miscellaneous tasks, including: responding to requests from external groups / individuals; maintenance of the MHFI Yahoo Email Group; actioning issues raised by the MHFI Board of Trustees; expanding and updating MHFI’s electronic mailing lists ...