

---

## **MHFI Director of Operations: Summary of Work Undertaken in February 2016**

---

Tasks included ...

- Finalising and submitting a funding application to the National Office for Suicide Prevention for support to develop a mental health and wellbeing programme for middle-aged men in the Republic of Ireland.
- Writing a reference for Shane O'Donnell in relation to a funding proposal to the Irish Research Council to undertake a study relating to the mental health needs of middle-aged men.
- Representing MHFI at a meeting of men's organisations interested in developing a model to support middle-aged men (10<sup>th</sup> February).
- Making all practical arrangements for the second meeting of the all-island Men's Health Week (MHW) Planning Group for 2016 in Dundalk (25<sup>th</sup> February). Also, minuted this meeting and followed-up all actions proposed.
- Beginning to update the 'Challenges and Choices' Man Manual for MHW 2016.
- Following-up the FAI and IFA to secure the support of Martin O'Neill and Michael O'Neill for MHW 2016.
- Liaising with Carrie Davenport Photography about the design of the MHW posters and publicity materials.
- Expanding the membership of the MHW 2016 all-island Planning Group.
- Representing MHFI at a meeting of the Belfast Men's Health Group (2<sup>nd</sup> February) to plan an event for MHW 2016.
- Contributing to a meeting of the South Eastern Men's Health Group (4<sup>th</sup> February) to plan an event for MHW 2016.
- Meeting with Olinda Santin and Gillian Prue (QUB) to discuss possibilities for a new web resource for people who are caregivers to cancer sufferers (4<sup>th</sup> February).
- Drafting a new website requirements list for Peter Robinson, meeting with him to begin the design process (24<sup>th</sup> February), and recording / circulating the suggestions to the MHFI Management Committee.
- Meeting Joy McKeon to explore possibilities for developing video content for the new MHFI website (10<sup>th</sup> February).
- Uploading the updated MHFI Management Committee contact details file to the secure login area of the Forum's website.
- Re-drafting the template for MHFI letterhead paper - to remove Paula Carroll from the list of Directors.
- Creating a secure login account for Brendan Mullally (Auditor) in order for him to verify online MHFI minutes / accounts for the external audit.
- Skyping Per Schelander in Sweden to discuss a practitioners' study visit to Ireland to explore models of supporting young men's mental health (5<sup>th</sup> February).
- Representing MHFI at a meeting, held in Cookstown, of the Gender Equality Panel within OFMDFM (18<sup>th</sup> February).
- Helping Drumcree Community Centre in Portadown to plan a men's health day (25<sup>th</sup> February).
- Advertising and recruiting for the Dads Direct online survey which focuses upon how to meet the needs of fathers / male carers in Northern Ireland.
- Facilitating the establishment of links between the National Screening Service and the Irish Pharmacy Union - to promote Bowel Screening to men via local chemist shops in the Republic of Ireland.
- Creating / disseminating publicity materials for the Southern Area Men's Health Group's 'Back to Basics' event, and recruiting participants for it.
- Researching / producing / disseminating the February 2016 edition of the 'E-Male Matters' newsletter.
- 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 ...