
MHFI Director of Operations: Summary of Work Undertaken in July 2017

Tasks included ...

- Collating, editing and publishing details of Men's Health Week (MHW) 2017 events which took place in Ireland.
- Researching the extent of traditional and social media coverage for MHW 2017.
- Requesting and gathering-up left over copies of the MHW 'Challenges and Choices' Man Manual, and re-distributing these booklets to other organisations for their immediate use.
- Changing the tense of the content on the MHW 2017 webpage.
- Removing MHW graphics from the MHFI website.
- Supporting Eamon Keogh (Communications Team, HSE Health Promotion and Improvement) to write a follow-up article on MHW 2017 for the HSE's 'Health Matters' newsletter.
- Channelling feedback from the National Office for Suicide Prevention on the Interim Report on the Middle-Aged Men and Mental Health Project to the authors.
- Contributing to an Engage Planning Group meeting (17th July).
- Uploading all the Engage training videos to the MHFI YouTube channel as anonymised 'Unlisted Files'.
- Circulating Word versions of the two Engage Trainers' Pack (Units 1-5, and Unit 6) to the Engage Planning Group members.
- Attending the launch of the new 'Spanner in the Works' men's health website created by the Irish Men's Sheds Association (20th July).
- Offering MHFI's media contacts to IMSA to help to raise awareness of the launch of the new website.
- Publicising and promoting the availability of the 'Spanner in the Works' website.
- Sending a 'Thank You' card on behalf of MHFI to Maria Lohan - who has just retired from the Management Committee.
- Writing and circulating minutes of the Healthy Ireland - Men Advisory Group meeting held at the end of June.
- Preparing and submitting a Year 1 expenses claim to the University of Sterling re. MHFI's involvement in the 'Game of Stones' obesity research project.
- Liaising with the Irish Cancer Society about MHFI's involvement in the HPV Vaccination Alliance, and offering suggestions for additional content in the 'Contract Against Cancer'.
- Meeting with the WHSCT Neighbourhood Renewal Health Sub-Group for the Enniskillen area to discuss possible men's health activities (6th July).
- Promoting QUB's 'Creative Media as a Vehicle for Reduction of Suicide Risk in Men' PhD opportunity to MHFI's networks.
- Reformatting the template for the MHFI and MHW Facebook pages.
- 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 ongoing 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 ...