

JOB DESCRIPTION

Position: Advocacy and Research Officer
Location: Hybrid/Dublin
Contract Type: Permanent
Hours: Applications welcome for both full-time or part-time employment
Reports to: Services development Coordinator

Role purpose:

To support MS Ireland efforts to improve the lives of people living with MS by influencing policy, strengthening evidence-based advocacy and ensuring that the experiences and priorities of people living with MS inform service development.

The role involves gathering and analysing research and community feedback, developing policy submissions and advocacy materials, and working collaboratively with people living with MS, healthcare professionals, public representatives and researchers to promote improved access to services and supports.

Key Duties to Include:

Advocacy

- Progress MS Ireland's advocacy strategy in line with the MS Ireland strategic plan.
- Plays a key role in identifying emerging issues affecting the MS community, developing and leading campaigns, consultations and translating research and lived experience into practical recommendations and actions.
- Use data and evidence to develop impactful reports, policy submissions, briefing papers, campaign materials and in-house publications.
- Proactively monitor and report on relevant developments in Irish, EU, international, health and disability policy and identify opportunities for influence and development.
- Identify, develop and strengthen opportunities for collaboration with public representative, peer organisations, academic institutions, disabled patient organisations and other relevant stakeholders to strengthen and implement advocacy campaigns and policy engagement.
- Use participative and community engagement approaches to facilitate input from people living with MS, service users, volunteers, and other stakeholders in identifying and progressing advocacy priorities and issues affecting the MS community.
- Represent MS Ireland on relevant external committees and advisory groups aligned with organisational priorities.
- Create, develop and maintain the policy and advocacy content on MS Ireland communication channels (e.g. website, social media, e-zine, MS news etc).
- Further develop and strengthen the grassroots advocacy training programme to support people living with MS to build confidence, skills and capacity in self-advocacy and community advocacy initiatives.

Research:

- Identify evidence gaps and emerging issues impacting people with MS to inform future research, advocacy and service responses.
- Develop and maintain collaborative relationships with relevant researchers and research bodies e.g. AIMS-RN
- Support the dissemination of relevant research findings into accessible information through MS Ireland's website and other communication and engagement channels.

- Coordinate the My MS, My Needs Survey and other research or data collection projects periodically.
- Support the development and implementation of organisational research projects and evaluations
- Facilitate the participation of people with MS in research through assistance with PPI panel formation, advertising recruitment for studies and networking with the Irish MS research community

Organisational duties:

- Maintain CRM and records relating to advocacy campaigns and research activities.
- Abide by the health and safety regulations of MS Ireland and statutory regulations and abide by relevant standard operating procedures.
- Work within the policies of MS Ireland in order to ensure that a consistent delivery of service and quality standards are adhered to.
- From time to time perform such other tasks as may reasonably be required by MS Ireland to ensure the efficient running of the organisation in line with best practice standards.

Skills, Experience and Qualifications:

- 3rd level qualification (level 8 or above) in areas such as public health, social policy, community development, political science, health care or related discipline.
- A minimum of 3 years' experience in advocacy, policy, research, health service development or a related role within the non-profit, community or public sector.
- Good knowledge of the Irish healthcare system, health policy environment and emerging developments in healthcare innovation and service delivery.
- Demonstrated ability to engage effectively with a wide range of stakeholders and develop positive working relationships with service users, healthcare professionals, public representatives, researchers and other relevant partners.
- Excellent written and verbal communication skills, including the ability to translate lived experience and consultation findings into clear and practical policy recommendations.
- Strong administrative and IT skills, including experience using digital communication.
- Excellent command of written and spoken English.
- Applicants must have the legal right to work in Ireland at the time of application.

Benefits:

- 22 days annual leave
- 1 company day for Good Friday and half day Christmas Eve
- Pension
- Opportunity for flexible/hybrid working.
- Bike to Work Scheme

The above is a guide to the nature of the work required. It is not wholly comprehensive or restrictive. This job description will be reviewed in line with business needs.

Applications to include CV and covering letter, by email to
recruitment@ms-society.ie

Please ensure you identify your email by stating Advocacy and Research Officer in the subject bar.

Closing Date: 5th June 2026

MS Ireland is an equal opportunities employer