

# **Recovery Education Facilitator**

## **Galway Recovery College**

### **Job Specification and Terms and Condition**



**Please Quote 2023-017 when applying for the position.**

**To apply for this position please submit a cover letter setting out your reasons for applying for the position along with your Curriculum Vitae to [recruitment@mentalhealthireland.ie](mailto:recruitment@mentalhealthireland.ie)**

<b>Job Title</b>	Recovery Education Facilitator
<b>Posts Available</b>	1 Part Time position – 18hrs
<b>Closing Date</b>	4pm Monday 12 June 2023 (Applications received outside this time will not be considered. Shortlisting will apply.)
<b>Proposed Interview Date(s)</b>	Week commencing, 26 June 2023
<b>Location</b>	Galway University for delivery of recovery education sessions but we work from home for most of our co-production and preparatory work. Some sessions are held at different locations across County Galway so candidates will need a full, clean driving licence and their own car. The post involves evening work on up to two evenings per week.
<b>Employer</b>	Mental Health Ireland
<b>Organizational Area</b>	Community Health Organisation West (Galway, Mayo and Roscommon)
<b>Reporting Relationship</b>	Reporting relationship with Mental Health Ireland from an employment contract perspective. Working relationships Galway Recovery College in terms of supervision and operational management. Reporting directly to Peer Educator.
<b>Informal Enquiries</b>	Virginia Moyles <a href="mailto:virginia@mentalhealthireland.ie">virginia@mentalhealthireland.ie</a>
<b>Purpose of Post</b>	<p>The continued development of recovery orientated services is a key priority of mental health services. The development of the Framework for Recovery in Mental Health 2018- 2020 sets out an understanding of recovery and recovery orientated services, the core values that underpin it and the actions and measures that support such a service. This is also in line with Mental Health Ireland’s strategy– Mental Health for All – Hope, Strength &amp; Action (2022- 2024) Priority Area 1, Objective 1.</p> <p>Galway Recovery College is committed to the development and delivery of a comprehensive prospectus of Recovery Education to be delivered in Galway city and county. This role is an integral part of achieving this goal.</p> <p>The Recovery Education Facilitator will support the development and delivery of recovery education across South East Community Health Care</p> <p>The Recovery Education Facilitator will support the development and delivery of recovery education in Galway Recovery College:</p> <ul style="list-style-type: none"> <li>• To co-facilitate the delivery of a wide range of recovery education programmes.</li> <li>• To participate in the co-production of recovery education programmes.</li> <li>• To plan and coordinate the co-production and co-delivery of recovery education to specific groups or in specific locations.</li> <li>• To work under the direction of the Recovery Education Co-ordinator and Peer Educator.</li> </ul>

	<ul style="list-style-type: none"> <li>To participate as an Expert by Experience in Recovery Education initiatives.</li> </ul>
<b>Eligibility criteria and qualifications</b>	<p><u>Essential:</u> The successful candidate must demonstrate:</p> <ul style="list-style-type: none"> <li>Commitment to recovery informed by having, either their own lived experience of mental health challenges or family member mental health experience.</li> <li>Strong and demonstrable experience of group facilitation or similar engagement processes with service users and family members as relevant to this role.</li> <li>Excellent IT and Administration Skills</li> </ul> <p><u>Desirable:</u></p> <ul style="list-style-type: none"> <li>Experience of active involvement in mental health recovery education.</li> <li>Appropriate facilitation/co-facilitation qualifications or equivalent (for example: WRAP, Recovery Principles &amp; Practices, Recovery Education modules)</li> <li>QQI Level 6 Training, Delivery and Evaluation Skills or equivalent.</li> </ul> <p><u>Other Requirements</u></p> <ul style="list-style-type: none"> <li>Appropriate references.</li> <li>Garda Vetting Clearance</li> <li>Full, clean driving licence and own a car.</li> <li>Willingness to train in specific programmes as relevant to the post for example, Recovery Principles &amp; Practices Workshops (1&amp;2), WRAP, Recovery Education modules, and ensure fidelity to Recovery Education principles.</li> </ul>
<b>Skills, competencies and/or knowledge</b>	<p><u>Relevant knowledge</u></p> <ul style="list-style-type: none"> <li>A clear understanding of recovery in mental health.</li> <li>An understanding of the role of education in mental health recovery.</li> <li>Demonstrate an understanding of approaches to adult education and training.</li> </ul> <p><u>Skills</u></p> <ul style="list-style-type: none"> <li>Ability to work co-operatively as part of a team.</li> <li>Administration and ICT skills.</li> <li>Capacity to work on own initiative and seek support as required.</li> <li>Problem-solving and adaptability skills.</li> </ul> <p><u>Planning and Organising</u></p> <ul style="list-style-type: none"> <li>Experience of planning and organising (events, people, resources etc.)</li> <li>Time management skills.</li> <li>Commitment to provision of a quality service including knowledge of evaluation techniques, working to standards, and commitment to professional development.</li> </ul> <p><u>Communication and Interpersonal skills</u></p> <ul style="list-style-type: none"> <li>Demonstrate excellent interpersonal and communication skills.</li> <li>Effective facilitation and presentation skills in a variety of settings and using varied techniques suitable to the audience.</li> <li>The ability to interact in a professional manner with other staff and key stakeholders.</li> <li>Confidence and competence in public speaking</li> <li>Demonstrate experience in adult learning and group facilitation.</li> </ul>

<b>Principal Duties and Responsibilities</b>	<ul style="list-style-type: none"> <li>• To co-produce and co-facilitate the delivery of recovery education programmes.</li> <li>• To participate in and collaborate on the co-production and co-delivery of recovery education modules, material and training.</li> <li>• To collaborate with others in the planning and arranging of recovery education programme delivery in specific locations in the region.</li> <li>• To maintain, monitor and store relevant information on participants in line with current legislation.</li> <li>• To provide feedback and information to the HSE on all recovery education activity and outcomes as required.</li> <li>• To support the collection of relevant recovery education data at a local level.</li> <li>• Work in accordance with best practice in recovery principles as outlined in 'A Framework for Recovery in Mental Health 2018 – 2020'</li> <li>• Support the empowerment of service users and family members/supporters through their participation in Recovery Education.</li> <li>• To work in accordance with all policy, procedures and statutory requirements of the HSE and Mental Health Ireland.</li> <li>• To participate on and input into Service Improvement committees and initiatives as an Expert by Experience locally and nationally on occasion and as agreed.</li> </ul> <p><b>The above Job Description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned from time to time and to contribute to the development of the post while in office.</b></p>
<b>Competition specific selection process</b>	<p>Short listing will be carried out on the basis of information supplied in your curriculum vitae and letter of application at the closing date.</p> <p>The criteria for short listing is based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and knowledge section of this job specification</p>
<b>Tenure</b>	24 months fixed term.
<b>Remuneration</b>	In line with HSE Grade III, Point 3 (October 2020 –Pay Scale, €26,615 pro rata)
<b>Benefits</b>	<ul style="list-style-type: none"> <li>• Employee Assistance Programme.</li> <li>• Bike to Work Scheme.</li> <li>• Good Friday is a Privilege Day (Day off)</li> <li>• Defined Contribution Pension Scheme.</li> <li>• Incremental Pay Scale in place.</li> <li>• Travel Tax Saver Scheme.</li> </ul>
<b>Annual leave</b>	24 days pro rata
<b>Probation</b>	6-month probationary period