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**Recovery Education Facilitator**

**Discovery College West**

**Job Specification and Terms and Conditions**

**(UPDATED JOB SPEC DUE TO NEW RESEARCH COMPETENCY REQUIREMENTS)**

**Please Quote 2025-013 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)

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| **Job Title** | Recovery Education Facilitator |
| **Posts Available** | 1 x full time role, or 2 x part time roles, depending on applications and shortlisting. |
| **Working Week** | Monday-Friday  1x 37 hours per week., or 2x 18.5 hours per week.  The role demands flexible working hours. |
| **Closing Date for Applications** | 19th September 2025, at 12pm. Applications received outside this time will not be considered. Shortlisting will be carried out based on the information received in your CV and letter of application. |
| **Proposed Interview Date(s)** | Interviews will be held week commencing 2nd October 2025 |
| **Base** | Discovery College West, Roscommon Town. |
| **Employer** | Mental Health Ireland |
| **Organisational Area** | Discovery College West, Roscommon Town. |
| **Reporting Relationship** | Reporting relationship with Mental Health Ireland from an employment contract perspective. Working relationships with Discovery College West in terms of supervision and operational management. Reporting directly to Discovery College West Peer Recovery Educator, Chloe Costello. |
| **Informal Enquiries** | Chloe Costello, Peer Recovery Educator Discovery College West 087 4423766 or [chloe.c@mentalhealthireland.ie](mailto:chloe.c@mentalhealthireland.ie)  Orla O Duinn, Occupational Therapist Manager / HSE lead for Discovery College West 087 6502715  [Orla.oduinn@hse.ie](mailto:Orla.oduinn@hse.ie) |
| **Purpose of Post** | The continued development of recovery orientated services is a key priority of mental health services. The development of ‘A National Framework for Recovery in Mental Health 2024–2028’ 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 2025-2027 – Empowering, Educating and Connection Communities (Priority Area 1, Objective 1.)  Discovery College West is a Recovery Education initiative for young people aged between 12 and 25 that aims to promote positive mental health and wellbeing, facilitate prevention and early intervention, and foster mental health recovery in this population. It is a community facing recovery education service, open to all in that age cohort across Roscommon, Galway and Mayo. The reach is therefore broad and to date has included CAMHS, AMHS, local schools and youth organisations/ services. The project was initially successfully piloted in Roscommon in 2019, leading to the appointment of a Discovery College Peer Educator in October 2022.  Discovery College West, which is the first of its kind in Ireland, introduces a brand-new recovery focussed way of learning, where workshops are created and facilitated by young people who have lived experience of mental health difficulties, family members of those who use the services, and mental health professionals from CAMHS and AMHS. All aspects of Discovery College West take place in a relaxed peer supported environment where everyone is equal, and all contributions are respected. As the workshops promote group interaction and are experiential, participants learn not only from the facilitators, but also from one another.  The Recovery Education Facilitator (REF) will support the coproduction and co-facilitation of the workshops, the co-ordination of day-to-day operations, communications, administration, and evaluations of this initiative.  The REF will also be one of the primary investigators in the new EIRE (efficacy and impact of recovery education) research project. This study will use a form of co-production termed ‘Participatory Action Research’ (PAR) to aid in the development of a measurement tool. The aim is to create a novel measurement tool that can examine the impact of Recovery Education. |
| **Eligibility criteria and qualifications** | Essential:  The successful candidate must demonstrate:   * Sufficient knowledge and/ or experience of group facilitation or similar engagement processes with young people, service users and family members as relevant to this role. * Commitment to recovery informed by having, either their own lived experience of mental health challenges or family member mental health experience. * Excellent IT and Administration Skills (proficient in word, PowerPoint, canva etc.). * Third Level qualification in the field of mental health or equivalent in field relevant to the job description. * Previous experience of conducting research. * Strong knowledge of social media platforms and content creation.   Desirable:   * Experience of active involvement in mental health recovery education. * Appropriate facilitation/co-facilitation qualifications or equivalent (for example: WRAP, Recovery Principles & Practices, Recovery Education modules).   Other Requirements   * Appropriate references. * Garda clearance * Access to transport and ability to travel as required. * Willingness to train in specific programmes as relevant to the post for example, Recovery Principles & Practices Workshop, WRAP, Recovery Education modules, and ensure fidelity to Recovery Education principles. |
| **Skills, competencies and/or knowledge** | Relevant knowledge   * A clear understanding of recovery in mental health. * An understanding of the role of education in mental health recovery. * Demonstrate an understanding of approaches to adult education and training.   Skills   * Ability to work co-operatively as part of a team. * Administration and ICT skills. * Research skills. * Capacity to work on own initiative and seek support as required. * Problem-solving and adaptability skills. * Strong knowledge of social media and content creation skills.   Planning and Organising   * Experience of planning and organising (events, people, resources etc.) * Time management skills. * Commitment to provision of a quality service including knowledge of evaluation techniques, working to standards, and commitment to professional development.   Communication and Interpersonal skills   * Demonstrate excellent interpersonal and communication skills. * Effective presentation and facilitation skills in a variety of settings and using varied techniques suitable to the audience. * The ability to interact in a professional manner with other staff and key stakeholders. * Confidence and competence in public speaking. * Demonstrate experience in adult learning and group facilitation. * Understanding of research methodology. * Understanding of referencing and use of citations. * Understanding research design, delivery and analysis. |
| **Principal Duties and Responsibilities** | * To co-produce and co-facilitate the delivery of recovery education programmes to the young person cohort. * To participate in and collaborate on the co-production and co-delivery of recovery education modules, material and training. * To collaborate with others in the planning and arranging of recovery education programme delivery in specific locations in the region. * To carry out tasks related to the ongoing ‘EIRE’ research study. * To maintain, monitor and store relevant information on participants in line with current legislation. * To assist in advertisement and promotion. * To provide feedback and information to the HSE on all recovery education activity and outcomes as required. * To support the collection of relevant recovery education data at a local level. * Support the empowerment of young people and family members/supporters through their participation in Recovery Education. * To work in accordance with all policy, procedures and statutory requirements of the HSE and Mental Health Ireland. * To participate on and input into Service Improvement committees and initiatives as an Expert by Experience locally and nationally on occasion and as agreed. * Participate in scheduled supervision and seek informal additional supervision when required.   **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.** |
| **Competition specific selection process** | Short listing will be carried out on the basis of information supplied in your curriculum vitae and letter of application at the closing date.  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 |
| **Tenure** | 12 month Specified Purpose Contract. |
| **Benefits** | * Employee Assistance Programme. * Bike to Work Scheme. * Good Friday is a Privilege Day (Day off) * Defined Contribution Pension Scheme. * Incremental Pay Scale in place. * Company Sick Benefit. |
| **Remuneration** | The salary for this post is analogous with HSE 2020 Salary Scale plus 8%, in line with October 2023 WRC agreement on Section 39 Pay.  In line with HSE Clerical Officer Grade III, Point 3, €26,615 (plus the 8%).  **Full Time Salary for the post is working 37 hours per week is €28,744 (inclusive 8%)** **per annum.**  **Part Time Salary for the post working 18.5 hours per week is** **€14,372 (inclusive 8%) per annum.**  This role is funded by HSE Mid West (working into the area of Discovery College West, Roscommon Town.) |
| **Annual leave** | 24 days pro rata |
| **Probation** | 6-month probationary period |