 

**Peer Educator**

**HSE Dublin & South East (Waterford & Wexford)**

**Job Specification and Terms and Conditions**

**Please Quote Job No: 2025-017 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**

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| **Job Title**  | Peer Educator  |
| **Posts Available** | 1 Full Time position – 37 hours per week. |
| **Closing Date** | Closing date **Monday 13th October 12miday** |
| **Proposed Interview Date (s)** | Interviews will be held the week commencing **Monday Oct 20th 2025** |
| **Taking up Appointment** | To be confirmed upon offer of post. A panel may be created for this campaign. |
| **Organisational Area** | Mental Health Engagement and Recovery, South East Community Health Care |
| **Location of Post** | Waterford & Wexford  |
| **Informal Enquiries** | For informal enquiries please contact Clare Fitzpatrick clare.fitzpatrick1@hse.ie 0861746330. |
| **Details of Service** | The National Mental Health Services Division carries full operational accountability and responsibility for all mental health services in Ireland with the core objective of improving the mental health of the population.The Mental Health National Management Team (MHNMT) in summary is responsible for: * Managing mental health service delivery on a day-to-day basis
* Driving continuous service improvement
* Leading the Mental Health Services through the full implementation of the Governments Healthcare reform programme.

HSE Mental Health Services in Ireland are organised on a geographical basis, with Community Mental Health Teams providing most of the support to people in local areas (typically one or two teams for approximately 50,000 population). There are Community Mental Health Teams specifically for people under 18 and those over 65, as well as those with particular needs such as intellectual disabilities, with the majority or teams providing supports to the rest of the population. There are also in-patients units, typically attached to general hospitals, and there is usually one unit for approximately 300,000 population. The Community Mental Health Teams work closely with the in-patient units. Community Mental Health Teams are multi-disciplinary and are the main instrument in delivering community based mental health supports.Peer Educators in Mental Health Services are individuals employed by an organisation to add their unique expertise deriving from their “lived experience” of mental health challenges and receiving support.  |
| **Reporting Relationship** | The post holder will report directly to the Recovery Co Coordinator for South East Community Health Care |
| **Purpose of the 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.)This Recovery service development is a collaboration between SECH and Mental Health Ireland. The Peer Educator will support the coproduction and facilitation of mental health recovery education, the co-ordination of day-to-day operations, communications, administration and evaluations of South East Community Health Care Recovery Education initiatives.  |
| **Principal Duties and Responsibilities** | * The Peer Educator will deliver on the aims and objectives of the South East Community Health Care Recovery Education priorities as per the National Framework for Recovery and supporting guidance documents on Recovery Education, Co Production and Family Recovery and Sharing The Vision
* To lead and manage the development of recovery education across the identified organisation area in line with the National Framework for recovery in mental health 2018-2020, Sharing the Vison 2020 and under the umbrella of the Recovery College South East
* Work in collaboration with mental health and addiction services in promoting a whole service approach to co-produced recovery education, in line with the following guidance documents, Recovery Education Guidance Document 2018-2020, Co-production in Practice Guidance Document 2018-2020, Family Recovery Guidance Document 2018-2020).
* To ensure the principles of recovery, co-production, co delivery and co learning in all Recovery College South East activities.
* To co-ordinate and manage systems of recruitment, development and supervision of recovery educator facilitators in line with the recovery college south east policies and protocols.
* To develop and maintain a quality co-produced recovery education programme in line with the recovery education guidance document.
* Support and develop the engagement of service provider, service user and family member involvement in recovery education.
* To collaborate with other agencies in creating learning and skill acquisition opportunities, developing healthy networks and partnerships.
* To oversee the enrolment process of students, oversee the completion of learning plans, advise guide and support students.
* To manage and oversee students who are on work experience and learning placements, i.e. social care, nursing, etc.
* To market and promote recovery education and the Recovery College South East
* To prepare individual and management reports.
* To participate in research/outcome measurement.
* To ensure a high quality and standard of service.
* To foster a welcoming, nurturing environment.
* To take responsibility for your own personal self-care in the role Peer Educator.
* To demonstrate a knowledge and commitment to developing wellness at work practise for both self and colleagues.
* Any other duties as may be reasonably required.
* Liaise with recovery orientated services, groups and individuals with a view to developing and strengthening partnership working.
* Administer and update relevant systems of documentation and record keeping.
* Attend and support service development meetings as and when required.
* To embed recovery values in all educational resources developed from the perspective of lived experience.
* To identify potential recovery education facilitators from among service user and family member stakeholder groups.
* To identify training needs of potential co-facilitators and co-ordinate the delivery of training accordingly.
* To act as lead on the co-production of recovery training modules for mental health service staff.
* To co-produce and co-deliver recovery education modules with identified partner organisations.
* To operate within all the policies, procedures and guidelines as stipulated by in South East Community Healthcare Mental Health Services and Mental Health Ireland.

**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 to him/her from time to time and to contribute to the development of the post while in office.**  |
| **Eligibility Criteria****Qualifications and/ or experience** | **The successful candidate must demonstrate:*** A relevant qualification in a health, education, or related field from Level 6 on the QQI Framework, including knowledge of adult education principles.
* Will have a strong and demonstrable commitment to mental health and recovery informed by lived experience of mental health and /or addiction challenges or family member mental health experience.
* A track record and demonstrable in the support and development of projects and new initiatives that promote positive mental health.
* Experience of group facilitation or similar engagement process with service users and family members as relevant to this role.
* Experience of working collaboratively with internal and external stakeholders as relevant to this role.
* Demonstrate knowledge of recovery approach and philosophy in mental health and addiction challenges
* At least 2 years’ experience working in a relevant field.
* Experience of working collaboratively with internal and external stakeholders as relevant to this role.
* Proficient IT skills (PowerPoint, Word, Publisher)
* At least 2 years’ experience working in a relevant field.
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| **Desirable**  | * A relevant qualification in training, facilitation, coaching, mentoring or proven relevant experience.
* Previous experience in recovery education / coproduction initiatives.
* Proven voluntary/paid experience in recovery initiatives, project management and community development initiatives.
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| **Skills, competencies and/or knowledge** | **Professional Knowledge** * A full understanding of and familiarity with the key documents which guide recovery in mental health.
* An 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.
* Experience of training design and coproducing recovery education Workshops, programmes and resource materials.
* Experience of co-facilitation and supporting the design and coproduction of resource materials.

**Skills** * The ability to use a broad range of learning techniques.
* Ability to work co-operatively as part of a team.
* Good administration skills.
* Capacity to work on own initiative and seek support as required.
* Demonstrable proficient IT Skills, Microsoft Office, including Power Point, Publisher, Excel and Word
* Ability to lead and support a team of recovery educational facilitators.

**Planning and Organising** * Possess the necessary organizational and planning skills to ensure available sources are optimized in achieving the aims recovery education.
* Excellent time management skills.
* Ability to strategize, prioritise and schedule activities to ensure achievement of project objectives in the short and long term.
* Project management /delivery experience.
* Demonstrate the ability to evaluate complex information from a variety of sources and make effective decisions.
* Demonstrate effective problem solving and decision making skills.

**Communication and Interpersonal Skills** * Confidence and competence in public speaking
* Demonstrate excellent interpersonal and communication skills.
* Ability to foster positive working relationships with stakeholder groups and partner organizations.
* Effective presentation and facilitation skills both face to face and online platforms.
* Motivation and an innovative approach to the job.
* The ability to present information clearly, concisely and confidently when speaking and in writing tailoring to meet the needs of the audience.
* The ability to interact in a professional manner with other staff and key stakeholders.

**Commitment to a Quality Service*** The ability to use a broad range of education techniques.
* The ability to meaningfully evaluate the benefits of recovery education in mental health.
* Demonstrate a client/user focus in the delivery of services.
* Demonstrate a core belief in and passion for the sustainable delivery of high quality coproduced services.
* Demonstrate a commitment to recovery focused community development principles and practices.
* Demonstrate commitment to continuing professional development.
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| **Salary** | 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 IV, Point 5, €35,338 (plus the 8%). Full Time Salary for the post is **€38,165 (inclusive 8%) per annum.** The final amount may be negotiable depending on the candidate’s experience and expertise.This role is funded by HSE Dublin & South East (working into the area of Waterford & Wexford) |
| **Annual Leave** | 26 days. |
| **Probation** | 6 months |
| **Contract Length** | 3 years fixed term. |
| **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.
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| **Other requirements specific to the post** | * Garda clearance.
* Appropriate references.
* Full driving licence and access to own transport required.
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| **Short Listing** | **Applicants will be short listed for interview based on the information supplied on their CV and letter of application at the closing date.****Criteria for short listing are based on the requirements of the post as outlined in the post specific requirements, duties, skills, competencies and/or knowledge section of this job specification.** |