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**Recovery Education Facilitator**

**Galway Recovery College, HSE West Mental Health Services - Galway**

**Job specification and Terms and Conditions**



**Please Quote 2025-016 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** | 2 x Part time positions @ 15.5 hrs each **or** 1 x Part time position @ 31 hours per week. |
| **Closing Date** | Monday 29th 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 Monday 6th October 2025 |
| **Location** | Galway Recovery College, University of Galway (with travel to other locations within the community healthcare region. |
| **Employer** | Mental Health Ireland |
| **Organizational Area** | Galway Recovery College, HSE Community Healthcare West (Galway) |
| **Reporting Relationship** | Reporting relationship with Mental Health Ireland from an employment contract perspective. Working relationships with HSE West Mental Health Service in terms of supervision and operational management. Reporting directly to Peer Educator in Galway Recovery College. |
| **Informal Enquiries** | Siobhan Colleran ([siobhan@mentalhealthireland.ie](mailto:siobhan@mentalhealthireland.ie), 085 744 4017) |
| **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.)  Our Area is committed to the development and delivery of a comprehensive prospectus of Recovery Education to be delivered right across our Area. This role is an integral part of achieving this goal.  HSE West Community Healthcare partners with Mental Health Ireland to deliver Galway Recovery College – A service committed to the development and delivery of recovery education in the Galway region.  The Recovery Education facilitator will support the development and delivery of recovery education across HSE West Community Healthcare.   * To co-facilitate the delivery of a wide range of recovery education programmes in Galway both face to face and online. * To participate in the co-production of recovery education programmes in Galway. * To plan and coordinate the co-production and co-delivery of recovery education in specific locations in Galway. * To work under the direction of the Recovery Coordinator and Peer Educator within Galway Recovery College. |
| **Eligibility criteria and qualifications** | **The successful candidate must demonstrate:**  Essential:  The successful candidate must demonstrate:   * Commitment to recovery informed by relevant lived experience of mental health challenges or experience of supporting a family member with their mental health experience. * Strong and demonstrable experience of group facilitation or similar engagement processes with people with lived experience of mental health challenges and family members as relevant to this role. * Excellent IT skills that must include Microsoft Suite and Online Platforms.   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). * Experience of facilitating both face to face and online programmes. * QQI Level 6 Training, Delivery and Evaluation Skills or equivalent.   Other Requirements   * Appropriate references. * Garda vetting. * 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 Workshops (1&2), 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. * Capacity to work on own initiative and seek support as required. * Problem-solving and adaptability 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. |
| **Principal Duties and Responsibilities** | * To co-produce and co-facilitate the delivery of recovery education programmes in Galway. * To be prepared to share one’s own lived experience in a manner designed to be of support to students’ learning. * To collaborate with staff of Galway Recovery College in the planning and arranging of recovery education programme delivery in specific locations in Galway. * To maintain, monitor and store relevant information on participants in line with current legislation. * 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. * Work in accordance with best practice in recovery principles as outlined in ‘A Framework for Recovery in Mental Health 2018 – 2020’ * Support the empowerment of people with lived experience of mental health challenges 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 in Galway and nationally on occasion and as agreed.   **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. |
| **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. |
| **Contract Length** | 3 year Specified Purpose Contract. |
| 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 €28,744 (inclusive 8%)  **Working 31 hours p/w the salary is €24,082 per annum**.  **Working 15.5 hours p/w the salary is €12,041 per annum**  This / these role(s) is/are funded by HSE West Community Healthcare (working into the area of Galway through Galway Recovery College) |
| **Working week** | 2 x posts of 15.5 hours p/w, exclusive of lunch hours. **Or** 1 x post of 31 hours p/w, exclusive of lunch hours |
| **Annual leave** | 24 days pro rata |
| **Probation** | 6-month probationary period |