

Recovery Academy Ireland: Recovery Coach Team Lead **(<https://www.activelink.ie/node/114271>)**



Job Title and Grade: Recovery Coach Team Lead

Remuneration: The salary scale for the full time post is: **€42,000 per annum**

Campaign Reference: RAI 01/25

Closing Date: 3rd April 2025

Proposed Interview Date(s): 17th April 2025

Taking up Appointment: It is anticipated the successful candidate will take up post 13th May 2025

Location of Post Dublin North

Informal Enquiries RAI National Coordinator cnaughton@recoveryacademyireland.ie
(<mailto:cnaughton@recoveryacademyireland.ie>)

Details of Service: The Recovery Academy Ireland (RAI) is a Non-Government Organisation established to support the delivery and implementation of a range of projects to support recovery from addiction and mental health issues in collaboration with other agencies.

Reporting Relationship: The successful candidate will report to the RAI National Co-ordinator

Key Working Relationships: Working within Dublin North with community members who are seeking recovery and leading a team of coaches to provide recovery-focused activities.

Purpose of the Post:

The purpose of the post is to develop and implement key objectives of the Recovery Academy of Ireland at a localised level and to report progress to the National Coordinator.

We are seeking a dedicated and experienced **Team Lead – Recovery Coach** to oversee, support, and develop a team of recovery coaches. This role is critical in ensuring high-quality, person-centred support for individuals navigating recovery from substance use, mental health challenges, or other life transitions as they provide support to others on a recovery pathway. The Team Lead will provide guidance and supervision while fostering a supportive and effective team environment.

The Recovery Coach Team Leader will lead out on a team of Coach interns and in collaboration with local addiction recovery services in the Dublin north inner-city area.

Particular focus on monthly supervision and support of Recovery coaches employed by RAI.

Building on and delivering recovery initiatives at a local level, including expansion of our weekly Recovery Cafes.

This position will work closely with RAI's Recovery Community Development Officer in supporting coaches to support those seeking recovery in maintaining an improved quality of life and increasing career and education opportunities.

Principal Duties and Responsibilities

The position Recovery Coach Team Lead has responsibilities which include the following:

Key Responsibilities:

- **Team Leadership & Supervision:** Lead and manage a team of recovery coaches, providing regular supervision, mentorship, and performance evaluations.
- **Program Development & Implementation:** Support the development and implementation of recovery coaching programs, ensuring alignment with best practices and organizational objectives.
- **Client Support & Advocacy:** Ensure recovery coaches provide high-quality, person-centred support that empowers individuals in their recovery journey.
- **Collaboration & Stakeholder Engagement:** Work closely with healthcare providers, community organizations, and other stakeholders to enhance service delivery.
- **Data & Reporting:** Monitor and evaluate program effectiveness, collecting data and preparing reports to inform continuous improvement.
- **Crisis Management & Problem-Solving:** Provide support and intervention strategies for challenging situations encountered by recovery coaches and their clients.
- **Policy & Compliance:** Ensure adherence to organizational policies, ethical guidelines, and regulatory requirements related to recovery coaching services.
- **Administration:** Maximise and use technology in ensuring work is completed to a high standard. Ensure that stakeholders are kept informed and that their views are communicated to management
- **Service Delivery and Improvement:** Develop involvement of the recovery community and members of the local community, monthly supervision of Recovery Coach Interns, Promote Recovery Activities. Engage with stakeholders to build on a recovery movement and make links with Recovery services and organisations. Produce regular work reports that will contribute to the annual report.

Out-of-Hours Work: From time to time, the role may require work outside of regular business hours, including evenings and weekends.

The above Job Specification 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 them from time to time and to contribute to the development of the post while in office.

Eligibility Criteria

Qualifications and/ or experience

Candidates must have at the latest date of application: -

- Certification as a Recovery Coach or extensive experience in peer support services.
- Attained a minimum level 7 qualification in health and social care or equivalent
- Proven experience in developing new initiatives
- Minimum five years experience of working in a recovery context
- Experience of co-ordinating groups
- Knowledge of service users and their representative processes
- Knowledge and experience of continuing care
- Experience in supervision of staff/volunteers/student placement

Applicants who do not meet in full the eligibility criteria as set out above on the closing date will be deemed ineligible and their application will not be processed for this competition.

Health

A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

Character

Each candidate for and any person holding the office must be of good character.

Campaign Specific Selection Process

Ranking/Shortlisting / Interview

A ranking and or shortlisting exercise may be carried out on the basis of information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria. Therefore, it is very important that you think about your experience in light of those requirements.

Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.

Diversity, Equality and Inclusion

- The RAI is an equal opportunities employer.
- Employees of the RAI bring a range of skills, talents, diverse thinking and experience to the organisation. The RAI believes passionately that employing a diverse workforce is central to its success – we aim to develop the workforce of the RAI so that it reflects the diversity of the people we support.
- The RAI is committed to creating a positive working environment whereby all employees inclusive of age, civil status, disability, ethnicity and race, family status, gender, membership of the Traveller community, religion, and sexual orientation are respected, valued and can reach their full potential. The RA@I aims to achieve this through the development of an organisational culture where injustice, bias, and discrimination are not tolerated.
- The RAI welcomes people with diverse backgrounds and offers a range of supports and resources to staff, such as those who require a reasonable accommodation at work because of a disability or long term health condition.

The reform programme outlined for the Health Services may impact on this role, and as structures change the job specification may be reviewed.

This job specification is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned.

Any offers will be subject to suitable references and Garda clearance being received by the RAI.

Please submit CV's to cnaughton@recoveryacademyireland.ie (<mailto:cnaughton@recoveryacademyireland.ie>) by 5 PM 3rd April 2025.

Working Week

The standard working week applying to the post is to be confirmed at Job Offer stage.

Annual Leave

20 days

Probation

The successful candidate will be subject to a probationary period of 12 months.

Protection of Children Guidance and Legislation

The welfare and protection of children is the responsibility of all RAI staff. You must be aware of and understand your specific responsibilities under the Children First Act 2015, the Protections for Persons Reporting Child Abuse Act 1998 in accordance with Section 2, Children First National Guidance and other relevant child safeguarding legislation and policies.

Some staff have additional responsibilities such as Line Managers, Designated Officers and Mandated Persons. You should check if you are a Designated Officer and / or a Mandated Person and be familiar with the related roles and legal responsibilities.

For further information, guidance and resources please visit: **[HSE Children First webpage](https://www.hse.ie/eng/services/list/2/primarycare/childrenfirst/resources/)** (<https://www.hse.ie/eng/services/list/2/primarycare/childrenfirst/resources/>).

Region

Dublin North

Date Entered/Updated

7th Mar, 2025

Expiry Date

3rd Apr, 2025

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