

# POSITION DESCRIPTION

Template Version: 20190601

## 1 - POSITION DETAILS

<b>Position Title</b>	Paediatric Speech Pathologist
<b>Position Number</b>	PH-PSP-00001-Paediatric Speech Pathologist
<b>Enterprise Agreement / Award</b>	Allied Health Professionals Multi-Employer Agreement 2017-2021
<b>Employment Status</b>	0.4 EFT
<b>Classification Level / Grade</b>	Grade 2
<b>Service Area</b>	Primary Health
<b>Team</b>	Child Development Services
<b>Location</b>	Parkdale
<b>Line Manager</b>	Integrated Services and Planning Manager
<b>Supervises</b>	Nil

## 2 – ABOUT US

Central Bayside Community Health Services (CBCHS) is a values driven organisation with a reputation for service innovation and quality. Our not for profit organisation provides a comprehensive range of health and community services.

Central Bayside Community Health Services is a flexible and inclusive employer that values and supports workforce diversity. We strongly support equal opportunity and encourage applications from all people including Aboriginal and Torres Strait Islander communities, those with culturally and linguistically diverse backgrounds, the LGBTIQ community, and people with a disability.

## 3 - POSITION PURPOSE

As part of a multidisciplinary paediatric team working within a strengths based approach, the role will involve high quality assessment, diagnosis, development and management of paediatric clients in partnership with their families, carers and other service providers. The role includes delivering evidence-based services with measurable outcomes within an evaluation framework.

This role will suit a highly motivated and experienced Paediatric Speech pathologist, who is committed to providing a high standard of assessment, service delivery and passion to work within the evolving NDIS space. The Paediatric Speech Pathologist will provide specific assessment and treatment to children and adolescents within a range of funding models including NDIS.

The caseload includes children with Global Developmental learning and behavioural difficulties, Autism Spectrum Disorder, Severe language disorder, Childhood Apraxia of Speech, and Severe phonological disorders.

The Paediatric Speech Pathologist operates within a variety of settings including CBCHS centres, the client's home and community based locations.



## 4 – KEY RESPONSIBILITIES

- Deliver NDIS services to young people and children 0-7 years using a key worker approach;
- Working as a member of the multidisciplinary team, learning from and supporting all other team members, in order to best meet family's needs and priorities;
- Undertake assessment, planning, delivery, evaluation and continuous improvement related to the provision of Paediatric Speech Pathology Services, demonstrate a high level of clinical skill across the age groups eligible for service;
- To deliver and plan services that balance access and continuity of care with cost effective and sustainable solutions;
- Provision of quality interventions within an inter-professional collaborative practice model of care;
- Undertake professional development as identified in a Performance Plan;
- Supervise students undertaking placements including core paediatric, community and inter-professional placements;
- Staff are to keep informed about current research in healthcare relevant to your role by maintaining professional knowledge and responding appropriately to unsafe or unprofessional practice, fulfilling duty of care by attending training as provided by CBCHS and seeking further relevant training externally;
- Integrating organisational policies and procedures in order to provide effective and professional care in a way that respects the rights and beliefs of all individuals yet maintains practice within own approved scope of practice;
- Organise and proactively self-manage workload to meet annual performance targets and service initiatives as directed.

## 5 – ORGANISATIONAL VALUES

CBCHS is committed to achieving its Vision of better health, wellbeing and support for our communities. CBCHS staff are required to uphold the core values of:

### **Respect**

For each individual, families and for the diverse cultures within our communities.

### **Empowerment**

As a cornerstone of how we work; we acknowledge the potential of each person and promote client participation and contribution.

### **Collaboration**

With each other and with members of the community and colleagues from other organisations. We recognise that together we can achieve better outcomes.

### **Quality**

In all aspects of our work. Our practice is evidence based and we continually strive to achieve excellence in all of our programs and services.

### **Transparency**

In how we operate, particularly in how we make decisions and communicate.



## 6 – ORGANISATIONAL RESPONSIBILITIES

All employees are required to participate in organisational initiatives, including OHS, HR, Risk, Quality, Facilities & Learning and Development.

### **OHS**

Ensure requirements of the Occupational Health and Safety Act 2004 are followed. This includes ensuring work is undertaken safely, injuries, accidents, near misses and potential hazards are reported immediately, and as required employees participate in or support consultative structures including the OHS Committee.

### **Continuous Quality Improvement**

Participate in the established quality and safety systems to ensure that safe high quality care is provided to all clients at all times. This includes assisting CBCHS to maintain quality accreditation standards by identifying and participating in the development and implementation of quality improvement initiatives.

### **Duty of Care**

Take reasonable steps to protect themselves, their colleagues and clients from injury or harm. This includes ensuring that adequate supervision/support is provided to all clients.

### **Code of Conduct**

Familiarise themselves with and abide by the CBCHS Code of Conduct and ensure that their actions are in accordance with the CBCHS values and organisation policies and procedures.

### **Community Participation**

Assist CBCHS to promote awareness to the community that consumer, carer, and community participation at all levels of the organisation is encouraged. This includes encouraging community participation in surveys, focus groups and committees as required. Additionally, Primary Health employees must contribute as relevant to CBCHS health promotion plan by working collaboratively with other health professionals.

## 7 – WORKING RELATIONSHIPS

### **Direct Reports:**

- Nil.

### **Other Internal working relationships include:**

- Line Manager;
- Other CBCHS Employees.

### **External working relationships include:**

- Clients and service users of CBCHS;
- Other organisations and agencies;
- Community groups and local networks.



## 8 – KEY SELECTION CRITERIA

### Qualifications & Experience

- A Member of Speech Pathology Australia;
- Bachelor of Speech Pathology or recognised equivalent qualification;
- Demonstrated ability to deliver assessments, recommendations & therapy in line with NDIS plans;
- Excellent knowledge of Speech Pathology specific practices with children and their families;
- A clear understanding of National Disability Insurance Scheme and how to support its clients.

### Knowledge & Skills

- Knowledge of relevant theoretical frameworks for working with children;
- Ability to organise and proactively self-manage workload to meet annual performance targets and service initiatives as directed by the Department of Health and CBCHS;
- Proven ability to make rational and sound decisions and judgements based on a consideration of the facts and alternatives;
- Well-developed communication skills both written and verbal, including the ability to liaise with families, carers and other professionals from a diverse range of cultures and backgrounds;
- Demonstrated focus on service excellence with a commitment to delivering high quality outcomes for clients;
- Ability to work flexibly and adapt to changing situations;
- Ability to demonstrate on-going drive and commitment in a challenging environment;
- Demonstrated ability to work well as a part of a team and follow direction as required;
- Good organisational and time management skills;
- Current Victorian Drivers licence;
- Previous experience in family centred and strength based approach.

### Compliance Checks

In line with legislation CBCHS will conduct the following checks that must be returned clear before commencing:

- Police Check – both National and International where applicable;
- Disability Worker Exclusion Scheme (DWES) check – safety screening will include checking whether your name is on the Disability Worker Exclusion List (DWEL);
- CBCHS Child Safe Code of Conduct Acknowledgement;
- Working with Children Check if applicable;
- Professional Registrations if applicable.

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## 9 - AUTHORISATION

<b>CEO</b>	Name	Deb Stuart
	Date	
	Signature	

<b>Employee</b>	Name	
	Date	
	Signature	

