

Speech Pathologist Position Description



Position title	Speech Pathologist
Department	Therapy
Reporting Manager	Therapy and HIPPPY Manager
Direct Reports	n/a
Date prepared	5 December 2023

Position Summary

The purpose of this role is to provide high quality and evidence-based services that support children's communication skills. As a Speech Pathologist, you will assess, diagnose, and provide evidence-based supports to children in our service centres and in school programs.

This role is responsible for working closely with children and families to assess communication skills, form treatment plans, deliver services, and review progress. This role works closely with clients and families; well as working alongside other professionals and support teams to deliver excellent clinical services, customer, and financial outcomes to support the organisation's financial sustainability. Speech Pathologists provide services to children and families in school programs, as well as working in our service centres. Speech Pathologists engage in lifelong learning and reflective practice by setting clinical and professional goals and engaging in different types of learning such as self-directed learning, attendance at workshops, clinical supervision and mentoring to ensure up to date knowledge of Speech Pathology Practice.

This role requires regular travel to Learning Links clinics and local schools to deliver programs.

Responsibilities and Duties

Program delivery

- Conduct assessments with children & families to identify communication difficulties and disorders.
- Develop customised treatment plans for children in collaboration with families, setting clear goals and objectives and regularly monitoring progress.
- Provide evidence-based interventions to children to support their communication skills.
- Collaborate with parents/caregivers, school communities and other professionals to provide education and guidance on strategies and techniques to support children's speech and language development at home and in education settings.

Support Office

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learninglinks.org.au

ABN 71 097 577 636

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- Work closely with other Learning Links professionals (Psychologists, Educators) to ensure holistic care for the child.
- Maintain records of session notes, assessments, treatment plans, and outcomes in line with our Client Records policy.
- Prepare and submit reports as required for various purposes such as progress reports, Medicare letters, NDIS documentation, summaries for funding bodies.
- Build positive relationships with children, families and other stakeholders through excellent customer service and effective communication.

Professional Learning

- Remain up to date with the latest research and best practice in paediatric speech pathology.
- Participate in professional learning to ensure you are delivering the most effective outcomes for children with communication difficulties.
- Engage in regular clinical supervision with Speech Pathology supervisor.
- Adhere to all relevant ethical, legal and regulatory guidelines for speech pathologists.
- Maintain Certified Practicing status annually with Speech Pathology Australia

Other Duties

- Manage and maintain the highest standard of confidentiality, privacy and security in managing client records IT systems and operational requirements as a healthcare provider including NDIS and Medicare compliance.
- Support a zero incident and injury culture and report and act on any issues in line with policies and legal requirements.

Key Performance Indicators

- Support revenue and surplus targets to be met or exceeded by meeting caseload targets for 4/4 terms each calendar year.
- Engage in reflective practice and professional learning in order to deliver evidence-based supports for children and families. This includes setting and reviewing clinical and personal development goals each year; attendance at all internal professional development days (when these fall on a work day; when not on planned leave)
- Measure and record pre- and post- test measures for clients, where applicable
- In collaboration with a supervisor or manager, assess and manage risk for children attending services at Learning Links.
- Completion of compliance requirements within the agreed timeframes.
- Client service delivery satisfaction is at or above 60 net promoter score.

We acknowledge Aboriginal and Torres Strait Islander peoples as the Traditional Custodians of the lands, waterways and skies across Australia. We thank Aboriginal and Torres Strait Islander peoples for sharing and caring for the land on which we live, work, learn and play. We pay our respects to Elders past, present and future

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Relationships

- Reports directly to the Therapy Manager or Speech Pathology Team Leader.
- Engages in regular supervision with a Speech Pathology Supervisor to support best practice.
- Works closely with other members of the Speech Pathology team, and other disciplines as required.
- Works with support staff as needed including Customer Care & intake teams, IT systems, marketing & fundraising, quality & compliance.
- Develops relationships with children, parents/carers/families, school staff and other external stakeholders e.g. funding organisations.

Qualifications, Skills and Experience

- Bachelor or Masters' Degree in Speech Pathology Certified Practicing Member of Speech Pathology Australia (or provisional if in first year of practice)
- A passion for working with children/
- Strong knowledge of evidence-based practice in the areas of paediatric assessment and intervention including speech, language and fluency disorders.
- Strong verbal communication skills including ability to communicate with parents, families and educators; and written communication skills to ensure clear and accurate documentation with a variety of audiences
- Willingness to travel with a current driver's license and access to a comprehensively insured vehicle.
- Working with Children Check
- NDIS Worker Screener Check
- First Aid & CPR certificates (if working in school programs)

Physical Requirements

- Must be able to undertake regular travel as required from time to time in the role.
- Must be able to safely lift and carry up to 10kg of weight.
- Physical ability and range of motion including ability to be sitting, standing, walking, squatting, kneeling, bending, twisting, gripping, and climbing stairs.

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Learning Links Vision, Mission and Values

Our vision

To create a community where difficulties learning are no longer a barrier to a fulfilling life.

Our mission

To provide children and young people who have difficulties learning with the skills, services and family support that will enable them to realise their potential.

Our values

- Empowerment: we are resourceful, accountable, and proactive, using our initiative to achieve positive change and outcomes.
- Collaboration: we value teamwork and the strength that comes from diversity and from joining forces to make a difference.
- Excellence: we are professional, competent, and driven, striving always to be the best we can be, in everything we do.
- Integrity: we are always reliable and dependable, guided by our moral compass.

Document Control

Completed by: Therapy and HIPYPY Manager	Date: 5 Dec 2023
Reviewed by: Chief Operations Officer	Date: 6 Dec 2023
Version:	2.0

Employee sign off and acceptance

Note: completed digitally in e-Recruitment system

I have read, understand, and accept the expectations of this position description.

The statements within this PD are intended to describe the general nature and level of the work being performed. This is not an exhaustive list of all duties and responsibilities associated with the position. Management reserves the right to amend and change responsibilities to meet business and organisational needs as necessary.

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