

## POSITION DESCRIPTION

<b>Position Title:</b>	Speech Pathologist
<b>Department:</b>	Integrated Services
<b>Date:</b>	January 2024
<b>Reporting To:</b>	Senior Occupational Therapist & Early Intervention and Wellbeing Hub Team Leader
<b>Direct Reports:</b>	Nil
<b>Internal Liaisons:</b>	Allied health professionals, health professionals, ECEC staff, family day care staff, playgroup staff, business services staff, children, and families
<b>External Liaisons:</b>	Community Organisations, Councils, Family and Community Services, regulatory bodies, tertiary institutions, community members and others as required

### Company Overview

The Infants' Home Child and Family Services is a leading provider of high-quality early childhood education and care, allied health and early intervention services for children and families. For 150 years the key focus of our work has been supporting families and children experiencing hardship or vulnerabilities to make a more positive future. As one of Australia's most established charitable organisations, The Infants' Home is embarking on an exciting new phase as we commence our 150<sup>th</sup> year in 2024.

### Purpose/Key Objectives

The Speech Pathologist is responsible for providing early intervention for children across the services offered by The Infants' Home.

The Speech Pathologist will work as a member of our integrated team within our Early Childhood Education and Care Centres. The Speech Pathologist will work collaboratively with the integrated team, families and external professionals following our Response to Intervention (RTI) Model to support children within the early childhood program. The Speech Pathologist has a role in capacity building other staff within the programs, helping to embed the RTI model.

The Speech Pathologist will also provide individual and group therapy sessions to children accessing The Early Intervention and Wellbeing Hub ('the Hub') as well as developing, facilitating, and evaluating Parent Capacity Building opportunities. This also includes working with our community programs like playgroups.

### 1. Responsibilities

#### a) Centre Based Care Early Intervention

- Work collaboratively as part of the Early Childhood Education and Care Centres teams to contribute to the observation, informal assessment and documentation of children's learning and development; develop and facilitate experiences and collaborate with educators to develop strategies to support children's learning and development and facilitate inclusion in the program.
- Work from a children's rights and strengths-based perspective.
- Administer developmental screening tools as per The Infants' Home RTI model procedures and framework.
- Coach and capacity build team members in the ECEC programs to enable continued best practice in Early Intervention.
- Develop, facilitate, and evaluate Practice and Pedagogy sessions for integrated team members.
- Attend parent, community and staff meetings/events as required to support the services and organisation.

- Contribute to the promotion of effective teamwork practices and the integration of service provision across all program areas.

#### **b) Early Intervention and Wellbeing Hub and Community Programs**

- Assess, plan, deliver, document, and evaluate individual or group therapy sessions for children across the age groups eligible for Hub services (approximately 0-8 years); this includes working in a keyworker approach with other therapists to meet child and family needs, and may include travel to community locations within our limited travel radius.
- Develop, deliver, and evaluate parent capacity building programs or sessions in collaboration with other members of the Integrated team.
- Support playgroups, parent information sessions or other community programs.
- Ensure that concise, up-to-date files are kept on all children and families; ensuring that child and family records are current and are maintained in accordance with policy and procedures.

### **2. General**

- Carry out all duties, responsibilities and specific tasks related to the role as well as specific duties allocated by the relevant managers and/or the Chief Executive Officer.
- Promote The Infants' Home and liaise with appropriate community networks to support the community and services.
- Support relationships with universities including research, student clinical placement and professional training requirements.
- Demonstrate a high standard of competence, cultural awareness, and responsiveness in the provision of family services.
- Contribute to policy development and decision-making, as appropriate.
- Assist in the preparation of reports as may be required from time to time.
- Assist in relevant funding applications.
- Participate in research as required.
- Support the provision of student and/or volunteer placement.

### **3. Professional Conduct**

- Exercise due care, skill and judgement and act at all times in accord with applicable professional ethics, principles, legislation, and standards.
- Be involved in regular performance appraisals and individual development plans.
- Identify and attend relevant continuing education and professional development opportunities.
- Always work within the guidelines of policies and procedures of The Infants' Home.
- Keep abreast of current research relating to inclusive and integrated practice within child and family services and best practice therapeutic approaches for children.
- Promote the understanding and application of diversity.

### **4. Compliance and Organisational Requirements**

Ensure activities within the area of responsibility comply with:

- National law and regulations
- Work Health and Safety legislation
- National Quality Standards
- Early Years Learning Framework
- Registration requirements for Speech Pathology Australia
- NDIS Practice guidelines and NDIS code of Conduct
- Child Protection Legislation
- The Infants' Home vision, mission, policies, procedures, and strategic goals

### **5. Risk Management**

- Follow policies and procedures to ensure compliance.
- Maintain a safe, healthy, and clean environment.
- Identify hazards and take action to remove these hazards.
- Ensure that all of the Work Health and Safety requirements are met.

- Identify risks and report them in a timely manner.

## 6. Essential Criteria

- Degree in Speech Pathology recognised by Speech Pathology Australia.
- Eligibility for membership with Speech Pathology Australia – membership is required throughout period of employment.
- Experience in providing Speech Pathology to children 0-8 years old for at least 2 years.
- Current (unrestricted) class C Drivers Licence and ability to use own insured vehicle.
- Experience working within Early Childhood Education and Care Services.
- Sound knowledge in the provision of Speech Pathology with children and families, including understanding of keyworker approaches.
- Demonstrated commitment to evidence-based practice and continuing professional development.
- Demonstrated knowledge of current best practise in early childhood development, wellbeing, family centred practice and early intervention.
- Knowledge and understanding of Child Protection Legislation and related issues.
- A comprehensive knowledge of services available in the community to assist families with young children and understanding of government programs and funding.
- A valuing of children’s rights and capacity to include them in decisions relating to their wellbeing.
- Well-developed written and verbal communication skills.
- Ability to work independently and as part of a team.
- Capacity to critically reflect on practice and examine options.
- Awareness of Equal Employment Opportunity and WHS issues.
- Experience with children and families at risk, and knowledge and experience of trauma-responsive practice. *(desirable)*
- Experience working within an interdisciplinary and/or transdisciplinary model of service delivery. *(desirable)*
- Experience in working in a consultative framework. *(desirable)*
- Experience working in an early childhood setting providing early intervention services to children and families. *(desirable)*
- Experience working with children on the autism spectrum, and knowledge of neurodiversity-affirming approaches to working with children and families. *(desirable)*
- Knowledge of the Early Years Learning Framework (EYLF) and how it informs educational programs for children. *(desirable)*
- Knowledge and experience in working with children and families who receive National Disability Insurance Scheme (NDIS) funding. *(desirable)*
- Knowledge of Response to Intervention frameworks that support integrated health and education practices. *(desirable)*

Please note, all employees at The Infants’ Home are required to have unrestricted working rights in Australia, a valid NSW Working with Children Check, and up-to-date vaccination against COVID-19, unless medically exempted.

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I have read and agree to undertake the duties as outlined:

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Name

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Signature

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Date