

DEPARTMENT OF HEALTH

Statement of Duties

Position Title:	Clinical Lead – Speech Pathology
Position Number:	530808
Classification:	Allied Health Professional Level 4
Award/Agreement:	Allied Health Professionals Public Sector Unions Wages Agreement
Group/Section:	Hospitals South – Allied Health Services, Speech Pathology
Position Type:	Permanent, Full Time/Part Time
Location:	South
Reports to:	Discipline Lead Speech Pathology Services
Effective Date:	August 2024
Check Type:	Annulled
Check Frequency:	Pre-employment
Essential Requirements:	<p>Tertiary qualification/program of study accredited by Speech Pathology Australia Eligible for membership with the Speech Pathology Australia <i>Or where regulatory requirements exist, NDIS Q&S Commission Provider Registration Requirements</i> Full member of Speech Pathology Australia</p> <p><i>*Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed in this role and the status of these may be checked at any time during employment. It is the employee's responsibility to ensure that registration/licences remain current and to advise the Employer if their circumstances change. This includes notifying the Employer if a registration/licence is revoked, cancelled or has its conditions altered.</i></p>
Desirable Requirements:	<p>Relevant postgraduate qualifications in staff supervision/leadership/management/ Public Health, or research experience.</p> <p>Current Driver's Licence</p>

NB: The above details in relation to Location, Position Type and Work Pattern may differ when this position is advertised – please refer to these details within the actual advert. The remainder of the content of this Statement of Duties applies to all advertised positions.

Primary Purpose:

Collaborate with the Discipline Lead Speech Pathology Services and Deputy Manager(s) Speech Pathology to develop, document, implement, co-ordinate and maintain systems and processes that ensure the delivery of a best-practice Speech Pathology service to a specified cohort of patients.

Provide clinical leadership, training, and support to Speech Pathology staff and students.

Duties:

1. Provide independent Speech Pathology services of a highly complex, and potentially novel nature (generalist or specialist); and adapt elements of service provision as required to ensure services continue to be delivered in-line with evolutions in best-practice; whilst operating within the Speech Pathology scope of practice and working as an effective member of multi-disciplinary teams.
2. Actively pursue contemporary clinical and professional knowledge and its application in the clinical setting through appropriate continuing professional development activities and research; and co-ordinate and contribute to professional development programmes within the department, organisation, and state.
3. Provide authoritative technical and policy advice which draws on in-depth knowledge of Speech Pathology practice in the relevant clinical area, and act as a local and state-wide resource in the area of clinical expertise.
4. Provide clinical supervision to Speech Pathologists, Allied Health Assistants and students who possess less experience and expertise in the relevant generalist or specialist clinical area.
5. Operate independently in-line with existing departmental and organisational protocols, guidelines, systems, and processes.
6. Lead the development, implementation and review of policy, procedures, guidelines, evidence-based service models, performance measures, reporting mechanisms, quality improvement projects and research in consultation with the Discipline Lead - Speech Pathology and other team members.
7. Demonstrate advanced and effective communication, negotiation, conflict management and leadership skills, and use these to influence a positive team culture, and align a team with departmental and organisational plans and strategic directions.
8. Optimise use of resources required to undertake clinical and professional duties.
9. Represent Speech Pathology and Allied Health in various fora as directed.
10. Actively participate in and contribute to the organisation's Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives, safeguarding practices for vulnerable people, and related training.
11. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

Key Accountabilities and Responsibilities:

The Clinical Lead – Speech Pathology will work under the professional guidance of the Discipline Lead Speech Pathology Services and Deputy Manager(s) Speech Pathology and will be responsible for:

- The provision of a safe, effective and efficient speech pathology service, through:

- Provision of clinical leadership, supervision and support to Speech Pathologists, Allied Health Assistants and students who possess less experience and expertise in the relevant generalist or specialist clinical area.
- Initiating and actively contributing to service development, professional development programmes and research activities.
- Working with minimal supervision and exercising considerable initiative and clinical judgment in complex and novel clinical and service areas.
- Assisting the Discipline Lead and Deputy Manager(s) in the operations and development of the Speech Pathology service.
- Complying with the Speech Pathology Australia Code of Ethics, Professional Standards, and Scope of Practice documents and working within organisational policies and procedures.
- Exercising reasonable care in the performance of duties consistent with the relevant Work Health and Safety legislation.
- Championing a child safe culture that upholds the *National Principles for Child Safe Organisations*. The Department is committed to the safety, wellbeing, and empowerment of all children and young people, and expect all employees to actively participate in and contribute to our rights-based approach to care, including meeting all mandatory reporting obligations.
- Where applicable, exercising delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements as mandated by Statutory office holders including the Secretary and Head of State Service. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position.
- Complying at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.

Pre-employment Conditions:

It is the Employee's responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.

The Head of the State Service has determined that the person nominated for this job is to satisfy a pre-employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:

1. Conviction checks in the following areas:
 - a. crimes of violence
 - b. sex related offences
 - c. serious drug offences
 - d. crimes involving dishonesty
2. Identification check
3. Disciplinary action in previous employment check.

Selection Criteria:

1. Extensive clinical knowledge and experience as a practising speech pathologist, with substantial knowledge of contemporary evidence-based practice in the relevant clinical area/s and experience in quality improvement and research.
2. Excellent verbal and written communication skills with the capability to communicate effectively, to share information and to build and maintain positive relationships with a range of people including staff, clients, carers, and other stakeholders.
3. Ability to promote and achieve a shared vision and purpose, and positively influence others to ensure optimal client outcomes and build a culture of success, commitment, and active contribution by all staff within the Speech Pathology team.
4. Demonstrated capability to understand and analyse information from a range of sources including the political and organisational environment, social/ population data, activity data, and clinical evidence, and to use this to inform the development and evaluation of policies, protocols and procedures.
5. Demonstrated capability to support skill development through teaching, training, and mentoring Speech Pathologists, Allied Health Assistants, and students.
6. Demonstrated capability to maximise the performance of team members, to ensure excellent outcomes for clients and the service and demonstrated dedication to self-directed lifelong learning with the ability to accurately self-evaluate areas of strength and potential growth.
7. High levels of initiative, resilience and emotional intelligence combined with the ability to work autonomously and under pressure to effectively manage multiple competing priorities.

Working Environment:

The Department of Health is committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality and safe health system. We value leading with purpose, being creative and innovative, acting with integrity, being accountable and being collegial.

The Department of Health is committed to improving the way we work with vulnerable people, in particular implementing strategies and actions to promote child safety and wellbeing, empower, and prevent harm to children and young people.

The Department upholds the *Australian Charter of Healthcare Rights* in our practice and is committed to the safeguarding and protection of the welfare and rights of all people, particularly those that may be at risk of abuse, neglect, or exploitation. We place emphasis on the provision of culturally safe, respectful, and inclusive care that is responsive to diverse needs.

The Department seeks to provide an environment that supports safe work practices, diversity and respect, including with employment opportunities and ongoing learning and development. We value the diverse backgrounds, skills and contributions of all employees and treat each other and members of the community with respect. We do not tolerate discrimination, harassment or bullying in the workplace. All employees must uphold the *State Service Principles* and *Code of Conduct* which are found in the *State Service Act 2000*. The Department supports the [Consumer and Community Engagement Principles | Tasmanian Department of Health](#).