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## SA Health Job Pack

Job Title	Clinical Senior Speech Pathologist
Eligibility	Open to Everyone
Job Number	799097
Applications Closing Date	6 July 2022
Region / Division	Eyre and Far North Local Health Network
Health Service	Port Lincoln Community Health
Location	Port Lincoln
Classification	AHP3
Job Status	Temporary Full Time up to 13 October 2023
Salary	\$99,629 - \$106,864 per annum

## Contact Details

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## Criminal History Assessment

Applicants will be required to demonstrate that they have undergone an appropriate criminal and relevant history screening assessment/ criminal history check. Depending on the role, this may be a Department of Human Services (DHS) Criminal History Check and/or a South Australian Police (SAPOL) National Police Check (NPC). The following checks will be required for this role:

- ☒ Working with Children Screening - **DHS**
- ☒ National Disability Insurance Scheme (NDIS) Worker Check- **DHS**
- ☒ Unsupervised contact with Vulnerable groups- **NPC**
- ☐ Unsupervised contact with Aged Care Sector- **DHS**
- ☐ No contact with Vulnerable Groups - General Employment Probity Check - **NPC**

Further information is available on the SA Health careers website at [www.sahealth.sa.gov.au/careers](http://www.sahealth.sa.gov.au/careers) - see Career Information, or by referring to the nominated contact person below.

# Immunisation

## **Risk Category A (direct contact with blood or body substances)**

*This role carries specific immunisation requirements. To be eligible for appointment in this role you will be required to meet the immunisation requirements associated with Category A (direct contact with blood or body substances). [Please click here for further information on these requirements.](#)*

## Guide to submitting an application

Thank you for considering applying for a position within SA Health. Recruitment and Selection processes across SA Health are based on best practice and a commitment to a selection based on merit. This means treating all applications in a fair and equitable manner that aims to choose the best person for the position.

A well presented, easy to read application will allow the panel to assess the information they need from your application. To give yourself the best opportunity to reach interview, the application should clearly and concisely demonstrate to the selection panel that you are suitably equipped to perform the role, and that you possess all of the stated minimum essential skills, abilities, knowledge, experience and educational qualifications (where required).

The online application form to apply for this position will ask for employment history, education, qualifications and referees however to understand the position and requirements we suggest you become familiar with the attached Job and Person Specification.

We request that you attach the following to your application -

- ✍ **A covering letter** of up to 2 pages introducing yourself to the selection panel and describing your skills, abilities, knowledge, qualifications and experience in relation to the position;
- ✍ **A current Curriculum vitae/Resume** that includes your personal details, relevant employment history, education, training courses, qualifications and professional memberships.

\* Refer to [Guidelines for Applicants](#) for further information regarding

- Salary Packaging
- Opportunities for movement within SA Health
- Flexible working arrangements
- Criminal History screening and background checks
- Immunisation requirements
- Rights of review
- Information for applicants

# POSITION DESCRIPTION

## Eyre & Far North Local Health Network

<b>Job Title</b>	Clinical Senior Speech Pathologist	<b>Classification</b>	AHP3	<b>Position Number</b>	P23427
<b>LHN</b>	Eyre and Far North Local Health Network (EFNLHN)	<b>Term</b>		<b>Position Created</b>	Insert date
<b>Area</b>	Eyre & Far North Country Health Connect	<b>FTE</b>	As per contract	<b>Last Updated</b>	12/04/2022
<b>Criminal History Clearance Requirements:</b> <input checked="" type="checkbox"/> Child (DCSI) <input checked="" type="checkbox"/> Aged (NPC) <input checked="" type="checkbox"/> NDIS <input type="checkbox"/> Vulnerable (NPC) <input type="checkbox"/> General probity (NPC)					
<b>Immunisation Risk Category:</b> Category A (direct contact with blood or body substance)					

### Broad Purpose of the Position

The Clinical Senior Speech Pathologist is an experienced and highly competent clinician who delivers quality services and / or provides clinical / professional leadership to allied health professionals working in Eyre & Far North Region of South Australia. Responsible for contributing to improvements in the quality, safety and community needs-driven distribution of services within the Rural Region, the Clinical Senior works with allied health staff, managers and other stakeholders on model of care and workforce development initiatives.

The Clinical Senior Speech Pathologist also plays a leadership role in the Speech Pathology Network, collaborating with other Clinical Seniors to actively promote and contribute to research and evaluation to inform improvements in clinical practice, and holds a portfolio on behalf of Eyre & Far North LHN. As part of this portfolio responsibility, the Clinical Senior Speech Pathologist is required to develop, nurture and promote increased expertise and service improvements in the portfolio area, to represent EFNLHN on relevant committees, and may be required to contribute to or manage relevant projects.

The Clinical Senior Speech Pathologist is line managed by the Clinical Operations Manager Allied Health, receives clinical support and supervision from the Advanced Clinical Lead Speech Pathology, and maintains cooperative working relationships with other Allied Health Professional Clinical Seniors, local team members and key stakeholders in the Region and State.

### Qualifications

Must hold a recognised qualification within the relevant allied health profession, and be eligible for full membership of the relevant Professional Association.

For those disciplines requiring Registration, all requirements to maintain current registration must be fulfilled. For self-regulated professions it is desirable to participate in the professional associations' accredited continuous professional development program.

### Handling of Official Information

By virtue of their duties, SA Health employees frequently access, otherwise deal with, and/or are aware of, information that needs to be treated as confidential.

SA Health employees will not access or attempt to access official information, including confidential patient information other than in connection with the performance by them of their duties and/or as authorised.

SA Health employees will not misuse information gained in their official capacity.

SA Health employees will maintain the integrity and security of official or confidential information for which they are responsible. Employees will also ensure that the privacy of individuals is maintained and will only release or disclose information in accordance with relevant legislation, industrial instruments, policy, or lawful and reasonable direction.

### White Ribbon

SA Health has a position of zero tolerance towards men's violence against women in the workplace and the broader community. In accordance with this, the incumbent must at all times act in a manner that is non-threatening, courteous, and respectful and will comply with any instructions, policies, procedures or guidelines issued by SA Health regarding acceptable workplace behaviour.

## Cultural Statement

EFNLHN welcomes Aboriginal and Torres Strait Islander people and values the expertise, cultural knowledge and life experiences they bring to the workplace. EFNLHN is a culturally inclusive work environment that is respectful of Aboriginal and Torres Strait Islander culture

## Special Conditions

- A current driver's license is essential, as is a willingness to drive on country roads and travel in light air craft as required. Intra state travel will be required; interstate travel may be required.
- Flexibility and some out of hours work may be required.
- *Prescribed Positions* under the *Children's Protection Act (1993)* must obtain a satisfactory Background Screening and National Criminal History Clearance through the Screening and Licensing Unit, Department for Communities and Social Inclusion (DCSI).
- *Approved Aged Care Provider Positions* as defined under the *Accountability Principles 1998* made in pursuant to the *Aged Care Act 2007 (Cth)* must obtain a satisfactory National Police Certificate (NPC) through the South Australia Police confirming the clearance is for the purpose of working in Aged Care.
- *Prescribed Positions* will also require a NPC general probity clearance.
- Background Screening and National Criminal History Clearances must be renewed every 3 years thereafter from date of issue.
- Will be required to comply with the requirements of the SA Health Procedure for Credentiaing Allied Health and Scientific Health Professionals
- Appointment is subject to immunisation risk category requirements (see page 1). There may be ongoing immunisation requirements that must be met

## Key Relationships

- Reports to the Clinical Operations Manager Allied Health
- Expected to negotiate own formal clinical supervision arrangement, is clinically accountable to and receives clinical support and direction from the Advanced Clinical Lead (AHP4) Speech Pathologist in accordance with the *Allied Health Clinical Support Framework*.
- Ensures clinical supervision is accessible to all Speech Pathologists working in the Eyre and Far North area, including through the provision of clinical supervision to less experienced Speech Pathologist and Allied Health Assistants within the region.
- Works within a multi-disciplinary team framework, in collaboration with other health professionals, service providers and the community
- Maintains cooperative and productive working relationships, including with the relevant Professional Association(s).
- May be required to temporarily fulfill a higher position, appropriate to the incumbent's skills and capacity

Key Result Areas	Generic Requirements	Specific or Local Requirements
1. Technical Skills and Application	<p>1.1 Apply specialist professional expertise (including as a Rural Generalist or within a specific discipline specialty) in the provision of complex clinical and / or consultancy services across EFNLHN and / or within the relevant professional networks</p> <p>1.2 Operate with professional independence, clinical competence and highly developed reflective-practice skills, drawing on professional direction in the application of new or sophisticated techniques.</p> <p>1.3 Apply detailed knowledge of EFNLHN strategic directions, health unit operations, service delivery and workforce issues, and very high level professional skills to achieve responsibilities of a complex and varied nature.</p> <p>1.4 Provide advice to management on professional service development, practice and redesign, in response to demand and client needs.</p>	<ul style="list-style-type: none"> <li>▪ Responsible to the Clinical Operations Manager Allied Health for the provision of high quality Podiatric services across the Eyre &amp; Far North LHN</li> <li>▪ Contribute to the identification, establishment and implementation of clinical protocols for the provision of Speech Pathology services across Eyre &amp; Far North LHN, in accordance with Strategic Directions and health service priorities.</li> <li>▪ Provide specialist advice and consultative services to operational management and colleagues as required.</li> </ul>

		<ul style="list-style-type: none"> <li>Work collaboratively with the Advanced Clinical Lead Speech Pathology and Clinical Seniors to achieve quality and consistency where professionally appropriate</li> </ul>
2. Personal and Professional Development	<p>2.1 Work under limited direction, accepting professional responsibility for a high standard of complex, specialised or strategically significant work, including providing advice to Management / Executive on the effective allocation of resources in the delivery of services across EFNLHN.</p> <p>2.2 Display a commitment to continuous personal and professional development by:</p> <ul style="list-style-type: none"> <li>Attending all mandatory training and actively pursuing other development as required to maintain currency of clinical knowledge</li> <li>Actively developing the professional skills and competencies in others, by contributing to or facilitation education and training activities and acting as a mentor and / or clinical supervisor to less experienced staff.</li> <li>Utilising the support of mentors and peers, and fostering strong relationships with Universities, Professional Associations and other key stakeholders.</li> <li>Actively participating in the Professional Development and Review (PDR) process, including developing and pursuing a personal / professional development plan in consultation with your line manager; and facilitating this process for staff under your supervision.</li> </ul> <p>2.3 Facilitate the development of knowledge of effective practice by encouraging and supporting research, evaluation of services, and information sharing between professionals across EFNLHN, through relevant Networks and other forums.</p> <p>2.4 May have managerial responsibilities, being responsible for:</p> <ul style="list-style-type: none"> <li>Leadership, guidance and / or line management of a multi-disciplinary or specialist team within the REGION, or across EFNLHN and / or a professional network.</li> <li>Attainment of Team or REGION operational goals &amp; objectives, and the facilitation and application of human resource management principles including performance management and development.</li> </ul> <p>2.5 May have Senior Clinical Educator and / or Senior Researcher responsibilities, including:</p> <ul style="list-style-type: none"> <li>the coordination of clinical placements for a profession across CHSALHN or multiple professions within a RURAL REGION;</li> <li>contribution to clinical education within EFNLHN or in partnership with Universities;</li> </ul> <p>2.6 conducting research and / or quality evaluation within a cluster, whole of CHSALHN or within the professional network</p>	<ul style="list-style-type: none"> <li>Required to hold a portfolio on behalf of EFNLHN and to develop, nurture and promote increased expertise and service improvements in this area</li> <li>Provide clinical leadership and support to Speech Pathologists in Eyre and Far North LHN, including through the provision of clinical supervision and supporting others to access appropriate clinical supervision and support under formal arrangement in accordance with the Allied Health Clinical Support Framework.</li> <li>providing profession-specific clinical input into the Performance Review and Development (PR&amp;D) of clinically supervised staff, Classification and Peer Assessment Panels, Recruitment, Credentialing, and other HR processes as required</li> <li>Working in partnership with private providers in the area, and assist the Advanced Clinical Lead to supporting compliance with service contracts (if relevant).</li> <li>As a member of the Speech Pathology Network, identify the professional development needs of Speech Pathologists, and play a leadership role in addressing expressed needs</li> <li>Coordinate clinical placements for Speech Pathology students within Eyre and Far North Region.</li> <li>Contribute to clinical education of EFNLHN staff and professional students.</li> <li>Contribute to clinical research and undertake quality evaluation in Speech Pathology</li> <li>Facilitate access to training and development opportunities for EFNLHN Speech Pathologists.</li> </ul>

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		<ul style="list-style-type: none"> <li>Required to hold a portfolio on behalf of EFNLHN and to develop, nurture and promote increased expertise and service improvements in this area</li> </ul>
3 Client / Customer Service	<p>3.1 Treat all clients with respect, identifying and pursuing opportunities to work in partnership with stakeholders to improve the quality of EFNLHN services.</p> <p>3.2 Promote cultural safety by valuing and promoting the cultural needs of local communities and providing advice on service or system-level changes required at the EFNLHN level to meet these needs.</p> <p>3.3 As a clinical / professional leader, contribute to improvement the patient-journey driven distribution of services and ensuring client-centred practice and community engagement principles are embedded into the planning, delivery and evaluation of services</p>	<ul style="list-style-type: none"> <li>Consult and engage with consumers, carers and service providers to identify needs, and ensure needs of high risk / minority groups are considered in the development of services</li> <li>Ensure that Speech Pathology services are consistent with evidence based practice and primary health care principles, and meet the needs of clients, their families and carers by facilitating and contributing to the development, implementation and evaluation of consumer partnership processes</li> </ul>
4 Administration and Documentation	<p>4.1 Comply with organisational requirements for the accurate and timely completion of documentation and statistics.</p> <p>4.2 Proactively question existing practices and use of EFNLHN resources, and support clinicians to pursue appropriate alternatives where necessary</p> <p>4.3 Prepare comprehensive, high-level reports and / or presentations to assist management and executive decision making</p> <p>4.4 Appropriately identify, use and apply relevant policies, procedures, reporting and documentation systems.</p> <p>4.5 Competently utilise the Microsoft Office suite of software, Email and Internet in fulfilling the requirements of the role</p> <p>4.6 May be required to initiate and manage programs and / or projects which may include management of a multi-professional project team</p>	<ul style="list-style-type: none"> <li>Ensure collection of client activity data and other relevant information to inform service planning and development</li> <li>Establish, monitor and evaluate systems for supporting professional standards and practice.</li> <li>Contribute to / facilitate the accurate reporting against Key Performance Indicators.</li> <li>Develop appropriate clinical and administrative resources to inform Speech Pathology practice and services in Eyre and Far North LHN</li> </ul>
5 Teamwork and Communication	<p>5.1 Contribute to EFNLHN strategic workforce planning and service development, to ensure services are effective, efficient, equitably distributed (according to need) and based on evidence.</p> <p>5.2 Promote intra-disciplinary collaboration between clinicians across EFNLHN and the development of inter-professional and across-sector partnerships to improve the quality, safety and integration of services.</p> <p>5.3 Apply high level interpersonal skills which engender the trust, cooperation and commitment of others to work together to achieve change.</p> <p>5.4 Communicate and negotiate effectively, both verbally and in writing, at all levels within SA Health and with external agencies.</p>	<ul style="list-style-type: none"> <li>Play a leadership role in the Speech Pathology Network, and attend regular meetings, usually by teleconference.</li> <li>Support the Advanced Clinical Lead in the development of quality Speech Pathology services and workforce across EFNLHN</li> <li>Develop and maintain strong intra- and inter-professional networks and links with other service providers to ensure sharing of information, effective use of resources,</li> </ul>

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	5.5 Provide clinical leadership in the application of SA Health and EFNLHN strategic directions, values and priorities within the relevant discipline and / or specialty area(s).	integration of services and collaboration on joint-solutions where practical
6 Continuous Improvement	<p>6.1 Play a leadership role in the ongoing evaluation and continuous improvement of EFNLHN services, including an emphasis on workforce development, risk management, clinical supervision and support.</p> <p>6.2 Be flexible, adaptable and innovative in a changing workplace, critically examining safety and quality issues, practices and systems, and developing practical and creative solutions</p> <p>6.3 Where appropriate, contribute to the investigation of client complaints and preparation of Ministerial Briefings related to the scope of the role, with a view to informing systematic improvements to services at a EFNLHN level.</p> <p>6.4 Contribute to service development through profession-specific, multi-professional and trans-professional research and evaluation, applying high level self-reflective practice skills, assessing and reviewing the standards of work of other professional officers, and producing recommendations to assist Management / Executive decision making.</p> <p>6.5 Complying with the Code of Ethics for Public Sector Employees</p>	<ul style="list-style-type: none"> <li>Represent EFNLHN Speech Pathology in relevant forums</li> <li>Contribute to or lead the evaluation of Speech Pathology and Allied Health Services</li> <li>Monitor emerging trends, identify clinical risks and opportunities for improvement, and work with Regional Community Health Team Leaders, other Clinical Seniors and the Advanced Clinical Leads to design and implement improvements.</li> <li>Respond to requests for input into client complaints in a timely way and contribute to the development of Ministerial Briefings as required</li> <li>Contribute to workforce and service development across EFNLHN, including by supporting the Advanced Clinical Lead in providing advice to the Principal Allied Health Advisor and other Executive as required</li> </ul>
Approved by Authorised Officer	..... /	Accepted by Incumbent
	..... /	..... /



<b>Job Title</b>	Clinical Senior Speech Pathologist	<b>Classification</b>	AHP3
<b>LHN</b>	Country Health SA Local Health Network	<b>Term</b>	
<b>Area</b>	Eyre & Far North Region	<b>FTE</b>	As per contract

To apply for the position, you will need to provide:

- (1) A current Curriculum Vitae (CV), outlining your relevant qualifications, work experience and contact details of 3 professional referees
- (2) A cover letter, including:
  - Title of the position and vacancy reference number (from advertisement)
  - Outline of your reasons for applying for the position
  - Brief summary of your ability to fulfil the role:
    - Please address each of the 6 Key Result Areas (KRA) separately, using dot points. Refer to the table below for some suggestions of the type of information you may like to include.
    - You do not need to address the selection criteria individually in your written application. These may be used to assess your suitability for the role during the merit-based selection process.
    - Keep it brief – no more than 2 pages

Please forward your application by the due date, as per the details outlined in the job advertisement.

Key Result Area	Selection Criteria <i>(suggestions of information to include in your application)</i>
1. Technical Skills and Application	a) Your professional qualifications, professional association membership and registration status (if relevant) - <i>refer page 1 for minimum qualification requirements</i> b) Professional experience <i>relevant to this role</i> : <ul style="list-style-type: none"> <li>▪ Outline scope and nature of previous professional practice experiences, including rural/remote experience and any specialty areas</li> <li>▪ Experience in providing advice, clinical supervision and clinical education to less experienced professional staff and students.</li> <li>▪ Previous leadership experience in service development, research and evaluation</li> <li>▪ Project management skills and experience</li> <li>▪ Examples of how you have applied primary health care principles to the development and reorientation of services</li> </ul> c) <i>Examples</i> of other skills, knowledge or experiences that demonstrate your suitability for the role. <ul style="list-style-type: none"> <li>▪ e.g.: creativity, resourcefulness, flexibility, adaptability, problem solving skills</li> </ul>
2. Personal & professional development	a) Outline previous initiatives that demonstrate your commitment to reflective practice, and proactive development of self and others (eg additional post-graduate qualifications. May include reference to training or additional qualifications <i>of relevance to this role</i> . b) Detail your leadership and management style and experience, including examples of problem solving through difficult situations.
3. Client / Customer Service	a) Detailed knowledge of and commitment to SA Health/EFNLHN values, strategic directions and priorities b) Extensive experience & skills in community engagement, client/family centred practice and cultural competency – and examples of how you have supported others to develop and apply these skills
4. Administration & Documentation	a) Highlight <i>relevant</i> skills, experience or training – including those related to data management, budget management, competent use of technology, post-graduate/professional development qualifications.
5. Teamwork and Communication	a) Outline your communication and team work skills, <i>with examples</i> that demonstrate your ability to lead an effective team of diverse membership b) Previous contribution to service planning and development at local, regional or state level
6. Continuous Improvement	a) <i>Examples</i> of how you have contributed previously to quality improvement, evaluation and research or demonstrated understanding of how this role would contribute to continuous improvement