POSITION DESCRIPTION

Position Title	Speech Pathologist
Position Number	N6135
Department	Community Services
Classification	Grade 1 or 2 (Depending on experience)
Agreement	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026
Reports to:	Allied Health Manager

Position Purpose:

To work co-operatively and effectively as part of a Community Services team and speech pathology network across regional Victoria. This full time role provides the opportunity and autonomy for a Speech Pathologist to develop their skills across a diverse range of communication and swallowing conditions for primarily paediatric outpatients, as well as adult outpatients, acute inpatients, and residential aged care

Department / Unit Specific Overview

East Grampians Health Service aims to meet the needs of the community by offering a vast array of services based at the community health centre in Ararat. We also offer outreach services to Willaura, Lake Bolac and Elmhurst. Our services include dental, physiotherapy, exercise physiology, occupational therapy, podiatry, speech pathology, dietetics, diabetes education and social work. These services support other clinical areas including our acute and residential aged care patients. Our community health centre also hosts speciality clinics such as consulting suites for our visiting surgeons and maternal child and health.

Our Values

Integrity	We value integrity, honesty and respect in all relationships
Excellence	We value excellence as the appropriate standard for all services and practices
Community	We respect the dignity and rights of our community and acknowledge their beliefs, regardless of their cultural, spiritual or socioeconomic background
Working Together	We value equally all people who make a contribution to EGHS to achieve shared goals
Learning Culture	We strive to continually lead and develop through education, training, mentoring and by teaching others.

Organisational Context

East Grampians Health Service (EGHS) is a rural health service located in Ararat and Willaura in Western Victoria. EGHS is an integral part of a thriving community and is committed to providing quality health and wellbeing services to people of all backgrounds.

Serving a diverse community, EGHS delivers an extensive range of acute, residential, home and community based services. We strive to continually improve our services to best meet the needs of our patients, consumers and the community.

Our Vision

East Grampians Health Service will improve the health, wellbeing and the quality of life for our community.

Our Purpose

To meet people's health needs through leadership, strong partnerships and wise use of resources.

Strategic Actions

See Strategic Plan 2023 – 2027.

Organisational Responsibilities

- Be aware of and work in accordance with EGHS policies and procedures, including:

  Victorian Public Sector - Code of Conduct

  Confidentiality, Security and Management of Information - SOPP 24.02

  Hand Hygiene - SOPP 70.18

  Occupational Health and Safety - SOPP 72.09

  Person Centred Care - SOPP 60.20

  Safety - SOPP 72.13

  Performance Development policy - SOPP 35.27

  Risk Management - SOPP 74.01

  Child Safe – SOPP 57.24

- Be respectful of the needs of patients, consumers, visitors and other staff and maintain a professional approach in all interactions, creating exceptional experiences.
- Be aware of the National Safety and Quality Health Service Standards and all other standards as it relates to your area of work and associated accreditation.
- Undertake other duties as directed that meet relevant standards and recognised practice.
- Agree to provide evidence of a valid employment Working with Children Check and provide the necessary details for East Grampians Health Service to undertake a national Police check. Also provide a National Disability Insurance Scheme (NDIS) worker check or the necessary details (if required).
- Identify and report incidents, potential for error and near misses and supports staff to learn how to improve the knowledge systems and processes to create a safe and supportive environment for staff and patients, consumers and visitors
- Contribute to a positive and supportive learning culture and environment for health professional students and learners at all levels.
- Participate in all mandatory education and orientation sessions as outlined by EGHS.

East Grampians Health Service is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination.

EGHS reserves the right to modify position descriptions as required. Staff will be consulted when this occurs.

Responsibilities and Major Activities

- **Clinical Expertise/Skills:** Provide speech pathology assessment and intervention to primarily children, as well as adults in the Community Health Centre, local kindergartens, acute inpatient ward, EGHS aged care facilities, and by telehealth (as appropriate)
- **Safe practice and environment:** Safely and effectively provide communication and swallowing support services within the speech pathology scope of practice and make referrals as required. Complete documentation in the client's electronic medical record (OPAL)
- **Communication:** Collaborate with EGHS staff and external organisations to provide the best outcomes for clients
- **Stakeholder relationships:** Co-operatively liaise with a range of professionals in the close community and beyond, including advocate for the client to support them to progress towards their goals as required
- **Leadership:** Grade 2:Coordinate, supervise and assess speech pathology students during their placement at EGHS. Supervise junior speech pathology staff including AHA
  Grade 1: assist in supervision for allied health students during the placement at EGHS and the supervision of AHA
- **Practice improvement and skill development:** Continue to enhance clinical skills with professional development opportunities and participation in regular clinical supervision, annual professional development planning

Key Performance Indicators

Key performance measures are how you demonstrate meeting the responsibilities of the position. These measures will be used as a part of the Personal Development Plan (PDP) to be commenced within the first six months of appointment and then reviewed on an annual basis.

- Demonstrates practice within the Vision, Purpose and Values of EGHS
- Demonstrates understanding, application of knowledge and implementation of the organisation's clinical governance framework to ensure the provision of high quality health care through continuous improvement
- Promotes and maintains an environment of teamwork and professionalism
- Demonstrates commitment to personal and professional development
- Personal Development Plan (PDP) completed annually
- Demonstrates knowledge and understanding of legislation and maintenance of a safe environment for employees, consumers and visitors
- Measured in accordance with the capabilities outlined in the Victorian Allied Health Capability Framework level 1 or Level 2 (depending on Grade)
- Clinical time/productivity maintained at average of 80%
- Completion of ISOFT and paperwork accurately at the end of each day

Key Selection Criteria

Essential Criteria:

- Bachelor of Speech Pathology or Master in Speech Pathology
- Must be eligible for membership of Speech Pathology Australia
- Current driver's licence
- Evidence of working successfully in a team and independently
- Meet the specific eligibility requirements to register with Medicare Australia

- A minimum of two years' experience (Grade 2 only, Grade 1 any level of experience considered)
- Excellent communication, negotiation, organisational and time management skills
- Demonstrates commitment to holistic client centred care and ongoing professional development
- Demonstrates effective verbal and written communication skills to write reports and communicate in a variety of settings
- Demonstrates ability to work safely within scope of practice and seek support as required

Desirable Criteria

- Experience in a Rural Health setting
- Active interest in development of leadership and supervision skills
- Experience in supporting clients with communication and swallowing conditions

Must comply to having or completion of:

- National Police Check (renewed every 3 years)
- Working with Children Check (renewed every 5 years)
- NDIS Worker Screening Check (renewed every 5 years)
- Immunisation requirements (annually)

Acknowledgement

Employee Name	
Employee Signature	Date
Manager Name	
Manager Signature	Date
Developed Date (MM,YY)	05,2025
Developed By Name	
Developed by Title	Director Community Services