

Eastern Health

POSITION DESCRIPTION

Position Title:	Position Title: Senior Clinician Speech Pathologist –Acute and Subacute inpatients
Award Classification:	Award Classification: Senior Clinician Speech Pathologist – Grade 3
Award / Agreement Name:	Award / Agreement Name: Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement
Position Reports to:	Professionally: Director of profession Operationally: Program manager

EASTERN HEALTH – HEALTHIER TOGETHER

Eastern Health is one of Melbourne’s largest metropolitan public health services. We provide a comprehensive range of high quality acute, sub-acute, palliative care, mental health, drug and alcohol, residential care, community health and statewide services to people and communities that are diverse in culture, age and socio- economic status, population and healthcare needs. *‘Being part of Eastern Health is being part of a welcoming team of healthcare experts’* is achieved through Eastern Health’s strategic goal of HEALTHIER TOGETHER.



1. POSITION PURPOSE

The Grade 3 Speech Pathologist will be responsible in providing a high quality and evidence based service to patients presenting to Eastern Health. They will be a role model for others, demonstrating superior consolidated skills. The Grade 3 will provide clinical leadership and supervision within the subacute hospital setting namely in the area of rehabilitation. The incumbent will have effective skills managing people and an ability to initiate connections and develop relationships with both internal and external stakeholders. The Senior Clinician will also be responsible for fostering staff development, supervision, and student clinical education and for promoting a commitment to ongoing research and clinical development. The Senior Clinician will collaborate with key stakeholders to develop innovative models of care for a variety of patients and maximise the role of Speech Pathology within these clinical services. This Senior Clinician will also have an understanding of wider organisational and public health influences on the public hospital service and lead ongoing service improvement and development.

2. MAJOR DUTIES AND/OR RESPONSIBILITIES

Clinical Skills

- Possesses specialist current clinical knowledge and skills and applies this to lead and develop individuals and teams in clinical practice.
- Indicators
- Demonstrates clinical expertise with a consulting role to both internal and external customers.
- Demonstrates clinical expertise through knowledge of research, new developments and evidence-based practice in discipline specific and related areas.
- Initiates and promotes innovative clinical practice.
- Understands Eastern Health policies and legislative requirements which impact on wider clinical issues and practices.
- Acts as a role model for staff in promoting professional values and ethics in clinical practice.

Communication

Possesses significant communication skills and the ability to negotiate and consult widely at all levels.

Indicators

- Demonstrates advanced verbal and written communication skills in all professional domains of practice.
- Demonstrates the capacity to liaise with internal and external peers, stakeholders and clients.
- Demonstrates proven ability to negotiate conflict resolution.

Organisational Skills

Provides leadership and innovation in organisational and time management skills.

Indicators

- Manages and provides assistance to others in prioritisation and completion of tasks such as timely response to referrals and completion of necessary statistics.
- Ability to organise staffing, programs and special projects, as delegated.
- Demonstrates ability to understand and apply human resources policies in management of staff.

Organisational Knowledge / Development

Possesses a clear understanding of the factors affecting healthcare, and applies this knowledge to lead activities and projects which deliver improved services and health outcomes at a campus and Eastern Health level.

Indicators

- Demonstrates a capacity and willingness to deputise for the department / program manager as an active participant in succession planning.
- Demonstrates a capacity to facilitate the strategic direction of Eastern Health, reflecting a clear understanding of the key issues within the public health system.
- Contributes to and demonstrates accountability in the development of the individual department, campus and Eastern Health Allied Health Quality and Business Plan.
- Actively contributes to preparation for and achievement of Accreditation Standards.
- Identifies and implements quality initiatives, leads campus multidisciplinary, department and Eastern Health quality activities.
- Fosters leadership in other staff by facilitating their participation in quality activities and other initiatives.
- Develops and reviews discipline specific and multidisciplinary policies and procedures and encourages participation of other staff in this process.
- Applies Eastern Health policies and clinical procedures / guidelines in practice and instil the same principles in others.
- Demonstrates an understanding of financial policies.

Professional Development and Supervision

Demonstrates a capacity to apply and integrate knowledge from higher level studies into the development and implementation of practice and program initiatives.

Indicators

- Integrates strategic direction with knowledge of gap analysis to plan and implement relevant internal and external professional development activities.
- Acts as a role model in demonstrating a strong commitment to professional development across the department / program, in order to ensure currency of integrated clinical knowledge.
- Leads and implements a learning culture within the professional department.
- Initiates opportunity for, as well as instils in others, participation in the evaluation of clinical practice.
- Undertakes and ensures the participation of others in a formal supervision process.
- Liaises and seeks supervision from line manager with respect to both department / program strategic direction.
- Liaises and seeks supervision from line manager with respect to own performance management / expectations.

Teaching and Research

Initiates, leads and supports other staff in teaching, training and research programs.

Indicators

- Demonstrates an ability to initiate, implement and evaluate research and encourages staff to participate in research and quality projects.
- Promotes an organisational commitment to research and significant quality activities.
- Demonstrates leadership of undergraduate student programs and training.
- Promotes research via publication or presentation at allied health forums and encourages other staff to do so.
- Maintains strong links with Eastern Health professorial staff / units.
- Develops collaborative links with significant teaching organisations and professional bodies in order to facilitate and promote post graduate and undergraduate learning opportunities.
- Demonstrates strong mentoring skills within the multidisciplinary allied health team.

Professional Leadership

Demonstrates strong leadership abilities by representation of a campus department or program as well as representation of Eastern Health.

Indicators

- Demonstrates a strong leadership role in one's department / program.
- Demonstrate leadership in staff meetings via identification of relevant issues providing a forum for open communication.
- Displays strong leadership of allied health &/or individual discipline as part of working parties, committees and internal / external forums.
- Initiates and leads working parties at an Eastern Health level.
- Recognises and facilitates the process of change within the department / program.
- Acts as a role model for staff within the Eastern Health allied health team including the discipline specific Professional Leadership Groups.

3. SAFE PRACTICE AND ENVIRONMENT

Eastern Health is a child safe organisation, committed to promoting the wellbeing and cultural safety of Aboriginal children, children with disabilities and all children in their diversity. More information [here](#).

Occupational Health and Safety

Eastern Health is committed to provide and maintain a working environment for all staff that is safe and without risk to health. All staff are to take care of their own health and safety and the health and safety of any other person who may be affected by your acts or omissions at the workplace. Understand responsibilities and accountabilities to yourself and others in accordance with OH&S legislation and Eastern Health policies and promote a working environment that is congruent with these guidelines. This includes staff reporting of all clinical and OHS incidents and near misses, in particular those related to Occupational Violence, Manual Handling and Slips, trips and falls.

Staff are required to comply with all state legislative requirements in respect to the Occupational Health and Safety Act 2004 and the Workplace Injury Rehabilitation and Compensation (WIRC) Act 2013.

4. TRAINING AND DEVELOPMENT

Relevant, practical and timely education should direct, facilitate, enhance and support the professional growth and practice of employees in a health environment characterised by change. All programs should endeavour to promote evidence-based practice, a problem solving approach and to be competency based.

You are expected to participate in the personal development process on an annual basis.

5. QUALITY

As a staff member of Eastern Health staff are required to comply with Eastern Health performance standards and participate in continuous monitoring and improvement as part of your role. You are also required to comply with legislation, professional standards and accreditation standards.

As a staff member employed by Eastern Health services you must have and maintain the appropriate skills and knowledge required to fulfil your role and responsibilities within the organisation. In addition, you must ensure that you practice within the specifications of this position description, and where applicable within the agreed scope of practice.

You are responsible for ensuring safe high quality care in your work. This will include complying with best practice standards, identifying and reporting any variance to expected standards and minimising the risk of adverse outcomes and patient harm. In addition, you will ensure that service and care is consistent with the EH approach to patient and family centered care.

6. CONFIDENTIALITY

Any information obtained in the course of employment is confidential and should not be used for any purpose other than the performance of the duties for which the person was employed. Staff are bound by the Information Privacy Act 2000 and the Health Records Act 2001.

7. EQUAL EMPLOYMENT OPPORTUNITY

You agree to adhere to the Equal Employment Opportunity policies and practices of the Health Service. Discriminatory practices, including sexual harassment, are unlawful. The Health Service will not tolerate discriminatory behaviour, and any such conduct may lead to the invoking of the Disciplinary Policy and Procedure, which may result in termination of employment.

Our commitment to Diversity, Equity & Inclusion

Eastern Health is committed to creating a diverse and inclusive environment that welcomes and values all people. We recognise that diversity is essential in ensuring Eastern Health provides the best service to its consumers.

Aboriginal and/or Torres Strait Islander peoples, people from the LGBTIQ+ community, people living with disability and those from a culturally and linguistically diverse background, are strongly encouraged to apply.

For more information, please [click here](#).

8. PERFORMANCE DEVELOPMENT

A Performance Review, that includes agreed targets, will occur three (3) months from commencement and then annually on the basis of the duties and responsibilities outlined in this position description. This is an opportunity to review personal and the allocated work unit's service performance, facilitated by the setting of objectives/goals and ongoing evaluation of performance and achievement. Objectives will be developed annually, documented, discussed and agreed with the immediate line manager, who will act as the assessor. The incumbent is expected to demonstrate and show evidence annually of on-going self and allocated work unit's service development.

9. EASTERN HEALTH'S PROMISE

Our promise to our communities, patients, consumers and staff is that we will be **HEALTHIER TOGETHER**. Bolder than a vision for the future, our promise calls us to action. We know that working together is the only way we can achieve what is necessary for a healthier future.

Our values are ones in action and are the behaviours that matter most.

- Respect for all
- Safe always
- Partnering in care
- Learning and improving everyday

Learning from the challenges of the past and looking to the future, we understand that we are building towards a more engaged, more reliable, always safe health service in partnership with our people to improve every day.

10. ATTACHMENTS

- Attachment 1 Key Selection Criteria

11. NOTE

Statements included in this position description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all-inclusive.

Prior to accepting any offer of employment, prospective employees will be required to read and commit to the Eastern Health Code of Conduct, including (but not limited to) issues of Occupational Health and Safety, Equal Opportunity and Confidentiality.

Healthcare workers are strongly recommended to follow COVID vaccination recommendations provided in the [Australian Immunisation handbook \(based on ATAGI advice\)](#). Seasonal vaccination against influenza is a mandatory requirement of this role and employment is conditional on this being up to date prior to employment.

Signed: _____

Date: ____/____/____

Manager

INCUMBENT STATEMENT

I _____ (Incumbent Name) have read, understood and accepted the above Position Description and associated Attachments.

Signed: _____

Date: ____/____/____

ATTACHMENT 1

KEY SELECTION CRITERIA

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Essential

- Approved Degree in Speech Pathology or equivalent
- Eligibility for practising membership of Speech Pathology Australia.
- Current Victorian Driver's Licence and access to own vehicle.
- Minimum 7 years experience. Extensive clinical experience and recognised specialist current clinical knowledge and skills in speech pathology in acute and subacute settings.
- Extensive experience and competency with instrumental swallow assessments
- A demonstrated capacity to inspire, influence, lead and motivate staff and to contribute to a positive and compassionate organisational culture.
- Advanced interpersonal skills, including oral and written communication, leadership and conflict management, in order to facilitate effective team functioning.
- Demonstrated high level analytical thinking and investigative skills with demonstrated application to clinical and non clinical areas.
- Demonstrated ability to provide high level teaching, training and supervision to staff and students

Desirable

- Experience in the assessment and management of patients presenting with tracheostomy.
- Post-graduate qualifications (or progression towards post-graduate studies) in an appropriate specialised field.

Aboriginal & Torres Strait Islander Candidates

Eastern Health's Aboriginal Workforce Plan 2023 – 2026 was released in February 2023. With a strong focus on cultural safety and belonging, actions included in the Workforce Plan provide practical supports for all Aboriginal and/or Torres Strait Islander staff.

An Aboriginal Employment Coordinator is available to ensure each person has culturally safe and positive employee experiences which foster belonging and access to diverse experiences and career pathways. Should

you require further information regarding this position or support to complete an application, please contact the Recruitment Manager for this position or Eastern Health's Aboriginal Employment Coordinator at Aboriginal.Workforce@easternhealth.org.au