

## POSITION DESCRIPTION

<b>Position Title:</b>	Speech Pathologist Grade 1
<b>Business Unit/Department:</b>	Speech Pathology and Audiology Department, Allied Health
<b>Division:</b>	Operations
<b>Award/Agreement:</b>	ALLIED HEALTH PROFESSIONALS (VICTORIAN PUBLIC SECTOR) (SINGLE INTEREST EMPLOYERS) ENTERPRISE AGREEMENT 2021 – 2026
<b>Classification:</b>	VP3- VP7
<b>Reports To:</b>	Manager Speech Pathology and Audiology
<b>Direct Reports:</b>	N/A
<b>Date Prepared/Updated:</b>	1 August 2025

### Position Purpose

The multidisciplinary Paediatric Allied Health team provides a range of allied health services for children and is based in the Joan Kirner Women's and Children's at Sunshine Hospital.

The Grade 1 Speech Pathologist is required to provide quality patient care through provision of evidence based, person centred care in partnership with patients, their significant others and members of the multidisciplinary care team, in accordance with Western Health policies and procedures, and Speech Pathology clinical guidelines. They will demonstrate effective communication and active participation within the Speech Pathology service and multidisciplinary team. At times flexibility of caseload may be required and the Speech Pathologist may be required to work at differing Western Health sites.

### Business Unit Overview

The Operations Directorate is one of the largest and most complex directorates within Western Health providing Western Health's patient care and contacts. These services range from outpatients to inpatients, theatres to Intensive Care, birthing rooms and Emergency Departments and many more services.

Allied Health provides a range of evidence based, client centred, specialist services at Western Health, across the care continuum, from admission within the emergency department through to discharge in the community. These services work across the spectrum of life, from neonates to the elderly. The predominant focus of Allied Health is the return and optimisation of an individual's function, and wellbeing, from both physical and psycho-social perspectives. Activity is aligned with Western Health's Best Care Model and CARES values. Allied Health involvement is pivotal to efficient and effective multidisciplinary team functions, discharge planning and patient centred care. Western Health employs a range of Allied Health disciplines, each with unique specialist tertiary training and skills, including:

- Audiology
- Clinical Psychology and Neuropsychology

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- Exercise Physiology
- Language Services
- Nutrition and Dietetics
- Occupational Therapy
- Pastoral Services
- Physiotherapy
- Podiatry
- Social Work
- Speech Pathology

### Key Responsibilities

- Demonstrate a commitment to the patient 'Charter of Healthcare Rights'
- Comply with the expected scope of the role and standards of performance in the role as described by the relevant professional bodies/industry standards
- Maintain registration (as required) and report any changes or limitations on practice if applicable
- Comply with all Western Health policies and procedures
- Deliver high quality person centred interprofessional care in line with the "Best Care" framework
- Ensure that workload statistics, and other required information is entered in a timely and accurate manner as per organisational requirements
- Participate in research/evaluation
- Contribute to the evaluation of guidelines in immediate work area
- Plan, prepare, perform and deliver effective and individualised assessment and interventions, demonstrating clinical reasoning and core clinical competencies, including use of relevant assessment tools, treatment methods, and case management skills
- Perform evidence based clinical services using a person centred approach
- Demonstrate organisational skills and efficient time management to appropriately evaluate, prioritise and complete workload
- Attend and participate at relevant team/service meetings in relation to patient care
- Demonstrate open and effective communication (verbal, non-verbal, written and electronic) with consumers, other staff and service providers
- Have a clear understanding of the service and professional role within the service
- Participate in relevant committees, working groups and meetings as requested
- Demonstrate knowledge of resources relevant to work area
- Contribute to a culture that promotes effective teamwork, encourages cohesion and ensures staff feel valued and contributions are acknowledged
- Hold accountability for own actions and seek guidance and support from appropriate employees when limited by own skills and experience
- Comply with confidentiality obligations with regard to patients, consumers and colleagues
- Participate in learning that will enhance personal knowledge and continuing professional development
- Consult with senior staff when dealing with difficult situations
- Demonstrate ability to identify a problem within a service and take it to a higher level for resolution
- Where designated, take a support role in student education that is timely, flexible and responsible
- Actively participate in regular clinical supervision, demonstrating ongoing development of clinical skills and reflective practice as identified in supervision plan
- Perform other duties as directed

In addition to the key responsibilities specific to your role, you are required to deliver on the [WH AH Capability Framework](#) and the [Key Organisational Accountabilities](#) which are aligned with the Western Health strategic aims.

### Key Working Relationships

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<p><b>Internal:</b></p> <ul style="list-style-type: none"> <li>• Director of Allied Health</li> <li>• Manager of Speech Pathology and Audiology</li> <li>• Senior Speech Pathologists</li> <li>• Supervising Speech Pathologist</li> <li>• Nurse Unit Managers and unit heads</li> <li>• Multidisciplinary team members</li> <li>• Referring clinicians</li> <li>• Speech Pathology staff across the organisation</li> </ul> <p><b>External:</b></p> <ul style="list-style-type: none"> <li>• Clients and their family/carers</li> <li>• Service providers and other agencies</li> <li>• Key community organisations</li> </ul>
<b>Selection Criteria</b>
<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Bachelor of Speech Pathology or equivalent which allows eligibility for membership to Speech Pathology Association of Australia</li> <li>• Computer literacy</li> <li>• Current Working with Children Check</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Clinical competency and theoretical knowledge in the assessment and management of communication and feeding difficulties in children with developmental delays</li> <li>• Knowledge of presenting issues in children with autism spectrum disorders</li> <li>• Ability to develop client centred intervention plans</li> <li>• Excellent written, verbal and electronic communication skills</li> <li>• Excellent organisational and time management skills</li> <li>• Demonstrated ability to work within a multidisciplinary team</li> <li>• Knowledge of and participation in continuous quality improvement processes</li> <li>• Commitment to continuing professional development and clinical research</li> </ul> <p><b>Desirable Personal Attributes</b></p> <ul style="list-style-type: none"> <li>• Self motivated</li> <li>• Compassionate and empathetic approach</li> <li>• Ability to influence others</li> <li>• Open to new ideas</li> <li>• Timely informed decision making</li> <li>• People orientated</li> <li>• Confidence in own ability</li> <li>• Builds rapport</li> <li>• Adaptable, flexible and persistent as required</li> <li>• Takes direction</li> <li>• Resilience</li> <li>• Positive outlook</li> </ul>
<b>Additional Requirements</b>
All employees are required to:

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- Obtain a police / criminal history check prior to employment
- Obtain a working with children check prior to employment (if requested)
- Obtain an Immunisation Health Clearance prior to employment
- Report to management any criminal charges or convictions you receive during the course of your employment
- Comply with relevant Western Health clinical and administrative policies and guidelines.
- Comply with and accept responsibility for ensuring the implementation of health and safety policies and procedures
- Fully co-operate with Western Health in any action it considers necessary to maintain a working environment, which is safe, and without risk to health
- Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Western Health
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Western Health
- Be aware of and comply with relevant legislation: Public Administration Act 2004, Victorian Charter of Human Rights and Responsibilities Act 2006, the Victorian Occupational Health and Safety Act 2004, the Victorian Occupational Health and Safety Regulations 2017 (OHS Regulations 2017), Fair Work Act 2009 (as amended), the Privacy Act 1988 and responsibilities under s141 Health Services Act with regard to the sharing of health information, the Family Violence and Child Information Sharing Schemes, Part 5A and 6A Family Violence Protection Act 2008
- Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines
- Work at any of the Western Health sites as directed, in accordance with business and organisational demands and priorities.

### General Information

- Redeployment to other services within Western Health may be required
- Employment terms and conditions are provided according to relevant award/agreement
- Western Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace
- Western Health is committed to Gender Equity
- Western Health provides support to all personnel experiencing family and domestic violence
- This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Western Health reserves the right to modify position descriptions as required. Employees will be consulted when this occurs
- Western Health is a smoke free environment

*I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.*

Employee's Name: [Click here to enter the Employee's name.](#)

Employee's Signature: \_\_\_\_\_

Date: [Click here to enter a date.](#)

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