

## JOB DESCRIPTION

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| <b>POST TITLE:</b>          | Highly Specialist Speech & Language Therapist             |
| <b>RESPONSIBLE TO:</b>      | Associate Director of Clinical Services                   |
| <b>RESPONSIBLE FOR:</b>     | Speech & Language Therapists                              |
| <b>HOURS:</b>               | 37.5  |
| <b>TERM OF POST:</b>        | Permanent   |
| <b>PROBATIONARY PERIOD:</b> | 3 months  |
| <b>LEAVE ENTITLEMENT:</b>   | 27 days annual leave per annum exclusive of Bank Holidays |

The Charity is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees and volunteers to share this commitment. The suitability of all prospective employees or volunteers will be assessed during the recruitment process in line with this commitment.

The services of Caudwell Children enrich the lives of our children and families through the delivery of high quality person centred care and support services that promote independence and achieve valued outcomes. We seek to create a safe, homely and supportive environment that enhances the lives of children with autism and associated conditions.

### PURPOSE OF THE POST

This is a permanent post supporting specifically the Speech and Language Therapy Team, in the delivery of effective clinical support through assessment, formulation and ongoing support to children and families accessing the service. You must have experience working in the field of autism and other neurodevelopmental disorders, and have specialist skills relating to these. This role will also have responsibility for supporting the Lead Speech and Language Therapist to supervise and support less experienced members of the team; SaLT's and assistants.

### DUTIES AND RESPONSIBILITIES

Under the direction of the Lead Speech and Language Therapist you will:

- Undertake specialist assessments of communication, both informal and formal standardized assessments.

- Undertake clinical work with individuals and groups, providing advice, resources, strategies and programmes, as appropriate, using specialist skills and autism specific approaches where required.
- Mentor parents, teaching staff and other carers in skill building communication and the development of nurturing language learning environments for children with speech and language needs.
- Communicate results of assessment and therapeutic findings with the multidisciplinary team.

## **MAIN DUTIES**

- Support the development of communication training programmes and communicate these to our Communication Trainers for implementation.
- Direct and supervise less experienced SaLT's, SaLT assistants and volunteers in individual and group treatment programmes, using specialist skills and developing leadership skills, according to the program.
- Contribute to the working of the multi-disciplinary team and act as a specialist resource for communication issues
- As part of the team engage actively in practice development, evaluation, audit and research activities to inform evidence-based practice.
- Under the direction of the Lead OT support and manage the junior SaLT's and SaLT Assistants
- Where appropriate share and disseminate research findings with professional colleagues in the interests of practice development.
- Provide mentorship and clinical supervision for practice education placements for students of Speech and Language Therapy.
- As part of the SaLT team, participate in the specialist education and training of professional and clinical colleagues, students, visitors and volunteers.
- Ensure compliance and completion of Continuing Professional Development activities.

- Contribute to supporting other colleagues in their CPD, particularly in relation to communication.
- Communicate with children and families in a way that respects their views, autonomy and culture.
- Work collaboratively with all members of the multi-disciplinary team and share information with team members in informal and formal situations.
- Demonstrate a high level of personal communication skills.
- Represent the profession in team meetings and working groups.
- Support the Lead SaLT to positively promote the SaLT role.
- Deputise for the Lead SaLT as required.
- Share relevant information with SaLT colleagues and other members of the clinical team.
- Liaise with other departments and services within CICC.

### **General**

- Ensure compliance with professional standards for Speech and Language Therapy practice.
- Adhere to HCPC regulations and RCSLT Code of Ethics and Professional Conduct for Speech and Language Therapists.
- Demonstrate commitment to ongoing professional development through participation in internal and external development opportunities identified in supervision and appraisal.
- Maintain professional portfolios in line with HCPC and RCSLT requirements.
- Apply specialist knowledge and skills in order to demonstrate professional proficiency.
- Develop and maintain links with other SaLTs in specialist field of work.

- Keep up to date and integrate relevant new initiatives and recommendations from RCSLT and other relevant organisations, ensuring that practice is informed and current, where appropriate.
- Ensure that all information and matters of a confidential nature are dealt with in accordance with statutory and organisational policies and procedures and that the staff team adhere to the same.
- Take responsibility for continuing personal development in order to enhance knowledge, skills and experience needed for safe and effective practice and the achievement of agreed service outcomes and personal appraisal targets.
- Keep comprehensive records of activity in accordance with organisational IT systems and professional standards.
- Ensure all record keeping is in line with local, professional, organisational and National guidelines.
- Attend training as appropriate to the role applying knowledge gained to the workplace and maintain an up-to-date training profile.
- To engage in Support and Supervision sessions to reflect on practice enhancing communication and quality of service.
- To work effectively, co-operatively as a member of a team, maintaining good working relationships with colleagues and professionals from other agencies.
- At all times promote and ensure anti-discriminatory practice in all matters of staff management and service delivery in accordance with the organisation equality and diversity approaches and statutory and regulatory guidelines.
- Adhere to all Caudwell Children policies and procedures.
- When necessary work flexible hours, including evenings, weekends and bank holidays to ensure the efficient operation of the service.

This Job Description indicates only the main duties and responsibilities of the post. It is not intended as an exhaustive list. The Organisation reserve the right to amend this Job Description from time to time, according to business needs and in consultation with the post holder. Any changes will be confirmed in writing.

## **PERSON SPECIFICATION**

### **ESSENTIAL**

- Speech and Language Therapy degree or equivalent qualification

- Registered member of Health Professions Council
- Postgraduate training or CPD in the area of Autism
- At least 3 years post registration experience, ideally with specialist client group
- Experience of working with children with autism and /or complex needs/ LD
- Experience of Autism specific approaches such as social stories, PECS, TEACCH, etc.
- Experience of undertaking specialist assessments of communication
- Formulation and implementation of appropriate interventions / strategies
- Experience of working with children who use AAC
- Production of generic and individual communication resources including AAC.
- Experience of delivering training to a range of audiences.
- Experience working as part of a multidisciplinary team
- Experience of working with families
- Knowledge of a range of Neurodevelopmental disorders
- Familiarity with PBS values and approaches
- Understanding of evidence based practice
- Knowledge of statutory/mandatory training requirements
- Knowledge of relevant legislation, i.e. Children's Act 2004, Mental Capacity Act 2005
- Knowledge of current safeguarding and child protection legislation and practice
- Knowledge of Information Governance Standards
- Knowledge of Health & Safety legislation
- Knowledge of SEND agenda and Education Health Care Plans
- Excellent team-working and communication skills
- Excellent leadership skills
- Excellent time management and organisational skills
- Excellent interpersonal skills
- Ability to work under pressure

- An openness and willingness to learn new skills and to put these into practice.
- skills and to put these into practice.
- A personal commitment to the organisation's values and principles
- A commitment to the principles and practice of continual improvement and the provision of personalised services
- A commitment to uphold the rights of children; vulnerable and disabled people.
- A commitment and the organisation's
- approaches to equality and diversity
- A positive can-do attitude
- Ability to demonstrate a flexible approach to work
- Able to meet the physical requirements of the role after reasonable adjustments have been made for illness or disability
- Undertake personal and professional development in order to meet the changing demands of the job.
- Able to travel to meet the needs of the post

#### DESIRABLE

- Experience of working with children with sensory differences
- Training and experience working with children with challenging behaviours
- Experience of working with volunteers

#### **DISCLOSURE AND BARRING SERVICE CHECKS**

The Charity is committed to safeguarding children and young people and therefore adopts a safer recruitment approach through a robust recruitment and selection process. All posts

within the Charity are subject to DBS checks, in line with the Rehabilitation of Offenders Act (1974). Dependent on the role, one of the following DBS checks will be carried out:

- Standard disclosure
- Enhanced disclosure
- Enhanced disclosures with children's and/or adults' barred list check(s):

This role is exempt under the Rehabilitation of Offenders Act and is therefore eligible for Enhanced disclosures with children's and adults' barred list checks