

# Role Profile

## Part A - Grade & Structure Information

<b>Job Family Code</b>	<b>8PCS</b>	<b>Role Title</b>	<b>Speech and Language Therapist</b>
<b>Grade</b>	PS8	<b>Reports to (role title)</b>	<b>Clinical Team Leader</b>
		<b>Directorate</b>	<b>Children, Schools and Families</b>
<b>JE Band</b>	269-313	<b>Service</b>	<b>Speech and Language Therapy</b>
		<b>Team</b>	<b>Speech and Language Therapy</b>
		<b>Date Role Profile was created</b>	<b>06/12/2016</b>

## Part B - Job Family Description

The below profile describes the general nature of work performed at this level as set out in the job family. It is not intended to be a detailed list of all duties and responsibilities which may be required. The role will be further defined by annual objectives, which will be developed with the role holder. The Council reserves the right to review and amend the job families on a regular basis.

<b>Role Purpose</b> including key outputs	<p>To provide speech and language therapy advice, assessment and intervention to school aged children within Surrey in order to support them to achieve their educational potential and meet the objectives of the service. To</p> <p>manage a defined caseload of children and young people with speech, language and communication needs. To</p> <p>provide verbal and written feedback on pupil progress to families and schools.</p> <p>To measure pupil progress through the use of speech and language therapy specific and educational outcome measure tools. To</p> <p>engage and work collaboratively with other professionals to achieve the best holistic outcome for the pupils on your caseload.</p> <p>The role involves:</p> <ul style="list-style-type: none"> <li>* clinical decision making in conjunction with school staff around the level of support needed to achieve the best possible outcome for the children on your defined caseload.</li> <li>If not yet an autonomous practitioner you will be supported to develop clinical decision making skills by a clinical team leader.</li> <li>*working with speech and language therapy assistants and will involve setting targets for the children and young people they are supporting and monitoring of the delivery and outcomes of their work.</li> <li>*assessment, advice and intervention for children with a range of speech, language and communication needs within your caseload.</li> </ul> <p>For children and young people on your caseload who are considered to have complex needs and where a joint multidisciplinary approach is essential to achieving the best outcome for these children, you will be supported by your clinical team leader.</p>
<b>Work Context</b>	<p>The post holder will work within a team of therapists and assistants who support children and young people within either a special school environment or in mainstream schools, including specialist centres. The post holder within the mainstream team will be required to travel, although allocated schools will be within a defined geographical area. The post holder will receive regular 1:1 supervision as well as group and team support in order to provide continuing professional development and to support with the achievement of the team and service objectives.</p> <p>The post holder if newly qualified will receive additional support within the first year in order to achieve autonomous status as this post will require the post holder to work as an autonomous practitioner.</p>
<b>Line management responsibility</b> if applicable	None
<b>Budget responsibility</b> if applicable	none

<p><b>Representative Accountabilities</b> Typical accountabilities in roles at this level in this job family</p>	<p><b>Risk Management</b></p> <ul style="list-style-type: none"> <li>• Identify opportunities and risks associated with the service and escalate / report to management.</li> <li>• Assess and manage risk associated with assigned cases/service delivery.</li> </ul> <p><b>Service Development</b></p> <ul style="list-style-type: none"> <li>• Contribute to the regular monitoring and review of services established to facilitate service improvement.</li> <li>• Provide specialist/professional advice and recommendations within defined policy and procedures to support informed decision making.</li> </ul> <p><b>Planning &amp; Organising</b></p> <ul style="list-style-type: none"> <li>• Undertake care planning and manage complex cases and / or take a lead on development and project work, assisting in development and improvement of services and practice in own area.</li> </ul> <p><b>Finance/Resource Management</b></p> <ul style="list-style-type: none"> <li>• Make recommendations for the provision of services in line with the budget determined according to assessment of needs, and advises less experienced staff on budget and costs of services.</li> </ul> <p><b>Work with others</b></p> <ul style="list-style-type: none"> <li>• Liaise, communicate and build relationships with other internal departments, partner organisations, agencies and/or contractors on operational issues to share knowledge or best practice and deliver service in partnership.</li> <li>• Work in partnership with service users, their families/carers.</li> </ul> <p><b>People Management</b></p> <ul style="list-style-type: none"> <li>• Allocate work and monitor the standard of team performance and ensure resolution of any issues, and / or may take on a coordinating and supervisory role with more junior staff as directed by their manager.</li> </ul> <p><b>Duties for all</b></p> <p>Values: To uphold the values and behaviours of the organisation.</p> <p>Equality &amp; Diversity: To work inclusively, with a diverse range of stakeholders and promote equality of opportunity.</p> <p>Health, Safety &amp; Welfare: To maintain high standards of Health, Safety and Welfare at work and take reasonable care for the health and safety of themselves and others.</p>
<p><b>Education, Knowledge, Skills &amp; Abilities, Experience and Personal Characteristics</b></p>	<ul style="list-style-type: none"> <li>• Advanced vocational qualification at level 4 or considerable on the job experience.</li> <li>• For some roles a relevant degree may be required.</li> <li>• Practical knowledge of relevant legislation, processes and procedures and issues relating to the service user group with ability to apply this in challenging situations. Working knowledge of practice standards where appropriate.</li> <li>• Able to assess, plan and review cases; undertake challenging casework, where appropriate shadowing more experienced social workers/practitioners.</li> <li>• Numerate and able to advise on effective use of budgets and resources.</li> <li>• Competent in a range of IT tools including MS Office and database management systems.</li> <li>• Effective written and oral communication and interpersonal skills with good negotiation and influencing skills, and the ability to maintain effective working relationships at all levels.</li> <li>• Creative problem solving skills and the ability to identify service improvement initiatives.</li> <li>• Able to promote effective team working, and use supervision to improve personal performance and practice of junior staff.</li> <li>• Satisfactory DBS clearance might be required.</li> </ul>

<b>Details of the specific qualifications and/or experience if required for the role in line with the above description</b>	BSc (Hons) Degree or equivalent recognised degree in Speech and Language Therapy Registered Member of the Health, Care and Professions Council Registered Member of the Royal College of Speech and Language Therapists Enhanced DBS clearance This post is suitable for newly qualified practitioners as well as those with experience
<b>Role Summary</b>	Roles at this level manage and organise effective provision of services through specific projects, specialist advice, guidance and assessment, or day-to-day coordination of front line delivery of a specific service. They require the ability to influence and practically apply knowledge on the basis of technical knowhow, facts and evidence. They work collaboratively with a network of internal and external colleagues. Role holders need to be able to work independently whilst working under the supervision of more experienced staff.
<b>Reference Number</b>	BM-2017-096