

## POSITION DESCRIPTION

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<b>Position Title:</b>	Speech Pathologists Grade 3
<b>Business Unit/Division:</b>	Allied Health & Partnerships
<b>Award Agreement:</b>	Health Professionals
<b>Classification:</b>	Grade 3 (VW6-9)
<b>Employment Type:</b>	Permanent Part Time (0.84 EFT)
<b>Reports to:</b>	Associate Director Allied Health – Speech Pathology, Audiology, Orthoptics & Music Therapy Workforce & Clinical Education Lead - Speech Pathology, Orthoptics, Audiology & Music Therapy Speech Pathology Clinical Leader
<b>Date Prepared/Updated:</b>	September 2025

### General Role Statement:

The Grade 3 Speech Pathologist provides advanced clinical assessment and management for adults with communication and swallowing disorders across Northern Health. The role also supports service development, staff and student supervision, and collaborative leadership to ensure high-quality, evidence-based care.

## ORGANISATIONAL OVERVIEW

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### Introduction

Northern Health is a vibrant, fast-paced workplace located in the rapidly growing northern suburbs. This is driving us to think innovatively about the needs of the population and what the health system of the future might need to look like to meet those needs. We take care of our community by providing a wide range of health services at multiple locations including:

- Northern Hospital Epping
- Broadmeadows Hospital
- Craigieburn Community Hospital
- Bundoora Centre
- Merri-bek Community Team
- Broadmeadows Community Care Unit
- Broadmeadows Prevention and Recovery Care
- Hotham Street Community Mental Health Clinic
- Northern Prevention and Recovery Care
- Northern Community Care Unit
- Noogal Clinic
- Kilmore District Health and,
- Women's Health Hub

We also collaborate with our partners to help expand the range of health care services offered to our culturally rich and diverse community.

As an organisation, we are shifting our focus from illness to putting a spotlight on supporting our community in 'staying well'. In order to achieve this, we are developing strong relationships with other health service providers and the community across the region, to help us think differently about the future.

Northern Health provides a dynamic working environment, with a strong culture of teamwork, safety and respect. Northern Health is proud to be an inclusive employer and aims to ensure our workforce is representative of the community.

**Our Vision:**

Creating a healthier future by working together, innovating and delivering great care.

**Our Values:**

- Safe – We provide safe, trusted care for our patients. We are inclusive, culturally safe, celebrating the diversity of our staff and community.
- Kind – We treat everyone with kindness, respect and empathy. We provide patient-centred and compassionate care.
- Together – We work together with our staff, patients, consumers and health system partners.

**Our Priorities:**

Northern Health has determined six strategic directions. The directions are focused on addressing priorities for safety, sustainability, growth and innovation. They reflect our best assessment of opportunities and challenges in our current and future environment.

- Collaborate to deliver safe, efficient, effective and sustainable care in all our services
- Demonstrate our commitment to the wellbeing of our valued workforce
- Renew and strengthen our infrastructure, systems, tools and processes for financial sustainability and growth
- Innovate to shape the future of health care in Victoria
- Partner to keep people well and deliver the best possible care locally
- Drive research and education to deliver excellent care and develop the next generation of clinicians and health care leaders

These priorities are inter-related in that success in one area is dependent on success in another. Detailed plans have been developed to support each of the priority areas.

All Northern Health employees will contribute to improving patient safety by being familiar with, and applying the National Safety and Quality Standards and criteria.

**Safety, Quality and Clinical Governance at Northern Health**

Northern Health is dedicated to providing the highest quality of care in the safest possible environment for every patient every time. We are focused on strengthening the safety and quality of care across the continuum, with a focus on saving lives, reducing harm and improving the patient experience.

Northern Health's safety and quality improvement activities focus on delivering the Strategic Plan and Operational Business Plans, and are supported by the Northern Health Clinical Governance and Risk Frameworks, and the Northern Health Quality Improvement Methodology.

The Northern Health Quality Management System brings together the core elements that underpin how:

- Quality and Clinical Governance is determined.
- Quality services are delivered.
- Risk is managed.
- Audit – what matters is monitored.
- Our committees monitor performance of controls put in place to ensure safe patient care.

**Commitment to Child Safety at Northern Health**

- We are committed to the safety, participation and empowerment of all children
- We are committed to the cultural safety of Aboriginal children, the cultural safety of children from a culturally and /or linguistically diverse backgrounds and to providing a safe environment for children with a disability.
- We have zero tolerance of child abuse, and all allegations and safety concerns will be treated very seriously and consistently with our robust policies and procedures
- We have legal and moral obligations to contact authorities when we are worried about a child's safety, which we follow vigorously

**Family Violence and Child Safety Statement:**

Northern Health is a child safe environment and is committed to protecting children from harm and abuse, in accordance with our legal obligations and the Child Safe Standards. Northern Health aims to identify and respond individuals who are at risk of child abuse and family violence and we encourage victim survivors to disclose to their health professional to seek support and safety. Northern Health has zero tolerance of child abuse and family violence, and all disclosures and safety concerns will be treated sensitively in accordance with our policies and procedures.

Northern Health actively promotes the safety and wellbeing of all individuals. We recognize and respect individual rights, identities, relationships and cultures. Our aim is to foster a trauma-informed, culturally safe and child safe environment.

Northern Health is an Information Sharing Entity (ISE) and is prescribed to the Family Violence Multi-Agency Risk Assessment & Management (MARAM) Framework and the Information Sharing Schemes. Family violence and child safety training is mandatory for our staff members and volunteers.

## ROLE STATEMENT

The Grade 3 Speech Pathologist is responsible for delivering expert assessment, intervention, and management of adult patients with communication and swallowing disorders across Northern Health. You will work closely with the Associate Director, Workforce Lead, Clinical Leader, and other senior clinicians across Northern Health sites and services, fostering open communication and collaboration to build a skilled, positive, and progressive team culture. This role combines direct clinical service provision with leadership responsibilities, including supervising and mentoring staff and students, contributing to service development, and actively engaging in quality improvement and research initiatives. The Grade 3 Speech Pathologist plays a key role in supporting evidence-based practice and innovation, strengthening strategic objectives, and enhancing the overall quality of speech pathology services within the organisation.

This position requires flexibility with working hours and locations to meet changing operational demands. This may include after-hours, weekends, public holidays, or remote work, along with work and travel across Northern Health campuses, programs, and partner organisations, supporting effective teamwork within multidisciplinary teams. Compliance with mandatory training as per NH Policy is a requirement of this role. Failure to complete this training within required timeframes may result in a suspension of duties until training is completed.

This position is responsible for:

- Providing high quality assessment and management of Northern Health patients presenting with disorders of communication and swallowing.
- Leading and supervising staff and students.
- Supporting the Associate Director as required in the development and implementation of strategic and operational plans, policies, and guidelines.
- Developing relationships and representing Speech Pathology on internal and external collaborations.
- Promoting and participating in the evaluation and continuous improvement processes.
- Fostering an organisational culture which promotes quality improvement, service improvement, evidence-based practice, innovation, and a positive workplace environment.

### All employees:

#### Quality, Safety, Risk and Continuous Improvement

- Maintain an understanding of individual responsibility for patient safety, quality & risk and contribute to organisational quality and safety initiatives.
- Follow organisational safety, quality & risk policies and procedures
- Maintain a safe working environment for yourself, your colleagues and members of the public.
- Maintain an understanding of individual responsibility for patient safety, quality & risk as outlined in Northern Health [Clinical Governance & Patient Experience - Trusted Care](#).
- Contribute to organisational quality and safety initiatives.
- Escalate concerns regarding safety, quality & risk to appropriate staff members, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with principles of Patient Centred Care.
- Comply with Northern Health's commitment to Child Safety
- Comply with Northern Health mandatory continuing professional development requirements.
- Comply with requirement of National Safety & Quality Health Service Standards and other relevant regulatory requirements.
- All employees of Northern Health must comply with the health service's Staff Health / Workforce Immunisation procedure (as amended from time to time) together with any relevant State Government and Departmental directives. This requires all employees to be vaccinated for various diseases such as, but not limited to influenza.

## KEY RESULT AREAS AND MAJOR RESPONSIBILITIES

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### Leadership

- Provide clinical supervision, guidance, and mentorship to staff and students, fostering professional growth.
- Support team cohesion by encouraging collaboration, open communication, and positive workplace culture.
- Act as a role model for evidence-based practice, professionalism, and ethical conduct.
- Address and resolve workplace issues promptly and constructively.
- Actively leads/participates in assigned portfolios, working groups, committees, etc.
- Provides leadership which promotes a safe environment, eliminating harm to patients and staff
- Actively engages in the wider multidisciplinary team, promoting team work and respect

### Strategic and Project Management Leadership

- Collaborate with the Associate Director and leadership team to develop and implement service plans, policies, and protocols.
- Initiate, lead, and participate in quality improvement and research projects aligned with organisational priorities.
- Monitor project progress, evaluate outcomes, and report findings to stakeholders.
- Manage resources effectively to meet project and service delivery goals.

### Organisation-Wide Contribution

- Supports the achievement of accreditation under the National Safety and Quality Health Care Standards
- Develop and maintain effective partnerships with internal teams, external organisations, and community stakeholders.
- Represent speech pathology in cross-disciplinary forums, committees, and working groups.
- Support organisational compliance with policies, mandatory training, and accreditation requirements.
- Contribute to workforce planning, recruitment, and retention strategies.

### Diversity and Inclusion

- Ensure culturally responsive and respectful care to patients from diverse backgrounds.
- Supports achievement of Northern Health's Cultural Responsiveness Plan.
- Advocate for inclusive workplace practices that value diversity and support equity.
- Participate in training and initiatives that increase cultural competence and awareness.
- Support an environment where all team members feel valued, supported, and able to contribute.

### Innovation and Culture Change

- Encourage and implement innovative clinical practices, technologies, and service delivery models.
- Promote a learning culture that embraces change, reflection, and professional development.
- Lead by example in adopting evidence-based interventions and new approaches.
- Support team members through change processes, addressing barriers and facilitating engagement.

## SELECTION CRITERIA

### Qualifications, Registrations and Qualities

#### Essential

- Approved Degree in Speech Pathology or equivalent
- Eligibility for practising membership of Speech Pathology Australia
- Current National Police and Working with Children History Check.
- The Staff Immunisation Questionnaire must be completed by all new employees as part of the mandatory on-boarding process. New employees are not permitted to undertake any activity that requires patient contact prior to clearance by the Staff Immunisation Nurses; this also includes evidence of having the Flu vaccination on a yearly basis. New employees with contra-indications to vaccinations or who decline vaccination are required to attend a face to face consultation with the Immunisation Nurses for appropriate documentation of their contraindications or declination. This must be completed PRIOR to commencing any work with Northern Health.

#### Experience

- Minimum of 7 years' experience, primarily within a hospital or acute healthcare setting
- Advanced clinical skills in the management of communication and swallowing disorders in adult populations
- Demonstrated competency in instrumental swallowing assessments (e.g. VFSS, FEES)
- Postgraduate qualifications in a relevant area, or currently working towards this
- Proven ability to provide high-level clinical teaching, training, and supervision to staff and students

#### Knowledge, Skills and Behaviours

- Well-developed interpersonal and communication skills
- Proven ability to communicate effectively and escalate appropriately to the leadership team (e.g. Associate Director, Workforce Lead, Clinical Leader, and other senior clinicians)
- Strong organisational and time management abilities
- Sound understanding of funding models and service delivery across the continuum of care
- Demonstrated leadership capabilities, including experience leading clinical teams
- Effective negotiation and conflict resolution skills
- Experience working with, and providing culturally appropriate care to Culturally and Linguistically Diverse (CALD) populations
- Established skills in interdisciplinary team collaboration and promoting a positive team and organisational culture
- Proven experience in leading and embedding innovative clinical practice
- Demonstrated experience in coordinating and contributing to quality improvement and research initiatives

#### Employee Declaration

I  have read, understood and accept the above Position Description.  
(Please print name)

Signature:

Date: