

## POSITION DESCRIPTION

Business unit:	Allied Health Services
Position title:	AHS Coordinator for School Support Services
Employment type:	Contract, full-time until 31/12/2021 (Potential for extension)
Reporting to:	Head of Allied Health Services
Date position reviewed:	June 2021

### About SALDA

Speech and Language Development Australia (SALDA) is the nation's peak body supporting and advocating for the needs of children and young people with speech, language and related disorders. For over 40 years our not-for-profit organisation has developed a unique, multidisciplinary approach to helping children and young people with Language Disorder to find their voice.

When people have a voice their thoughts, feelings and aspirations are recognised by others. They possess the capacity to make an impact, both on their own personal situation as well as the broader community, through their actions and words.

SALDA provides a range of services including The Glenleighden School, School Support Services, Allied Health Services, Professional Learning, and Research and Advocacy.

### SALDA' Vision, Mission and Values

Our vision is to be the leader in ensuring extraordinary outcomes, beyond what anyone imagined possible, for children and young people with Language Disorder.

Our mission is to educate, support and advocate for children and young people with Language Disorder, enabling them to find their voice.

Our values are:

Service – We put the interests of others above our own and actively seek out opportunities to help.

Passion – We love what we do and show this through our enthusiasm, energy and positive mindset.

Excellence – We have high expectations of ourselves and each other, and continually strive to be better tomorrow than we were today.

Accountability – We accept responsibility, do what is expected of us and are answerable to each other.

Kindness – We are friendly, generous and considerate in everything we do.

Empowerment – We deliberately enable others, develop their agency and voice, and are committed to their success.

Respect – We show through our everyday actions that we value others as unique individuals, entitled to our high regard and dignity, honouring their difference and contribution.

### Position summary

The role of the Allied Health Services Coordinator for School Support Services, in consultation with the Head of Allied Health Services, is to coordinate the provision of comprehensive and effective therapeutic assessment and intervention services for students, their families and Schools throughout Queensland.

The Coordinator will be part of a multidisciplinary, transdisciplinary team focused on the provision of exceptional services to support the educational outcomes for children and young people in mainstream schools.

### Main duties and responsibilities

#### Key Responsibilities:

- Lead the development and implementation of evidence informed projects, research, professional development and therapeutic services throughout SSS.
- Collate data to ensure that the SSS services operate at optimal capacity and in alignment with funding agreements.
- Coordinate and oversee the efficient and effective delivery of School Support Services.
- In collaboration with the Head of Allied Health Services, coordinate deliverables and reportable outcomes as specified in funding agreements.
- Ensure therapeutic methods used by the SSS team are consistent with the operational framework delivered throughout SALDA.
- In collaboration with the Head of Allied Health Services, ensure the financial viability of the SSS programs, management of budgets and reporting to funding bodies as required.
- Ensure that all therapeutic services reflect current evidence base.
- Disseminate information, lead discussion and assist allied health staff to develop, implement and monitor exemplary therapeutic practices.
- Assist with the delivery of professional development to staff and external participants.
- Coordinate the intake of therapy student clinical placements.
- Support and contribute to research into current and developing therapeutic programs.
- Contribute to the delivery of high-quality therapy services throughout SALDA.
- Represent the organisation through presentations at conferences, workshops and forums to lift the profile and reputation of the therapy services provided.
- Oversee and quality control the production of therapy reports and services.
- Participate in special events or activities which are an integral part of SALDA.
- Any other duties as required by the Head of Allied Health Services.

## Qualifications, knowledge, skills and experience

### Qualifications / Registrations / Professional memberships

#### Essential:

- A minimum of a bachelor's degree in a relevant area from an approved tertiary institution.
- Registration and/or professional membership of relevant therapy as required to practice in Queensland.

#### Desirable:

- Master's Degree or higher in a relevant therapy discipline.

### Knowledge, skills and experience

#### Essential:

- Knowledge of best practice and procedures related to the provision of therapy services to children and young people with disability for whom language is their primary disorder.
- A demonstrated ability to develop and implement best practice methodologies with a sound evidence base within a consultative service.
- Knowledge and understanding of the comorbidities associated with language disorder.
- Knowledge of the Specialist Disability Support in Schools (SDSS) Program and the Non-State Special Needs Organisation Program (NSSNOP).
- Knowledge and understanding of multidisciplinary and transdisciplinary approaches to working with children and young people with disability.
- Well-developed oral and written communication skills.
- Ability to self-direct as well as work effectively within and across teams.
- A demonstrated commitment to personal and professional development.
- Demonstrated ability to develop professional networks both internally and externally with key stakeholders.

#### Desirable:

- Knowledge of practices, acts, regulations and systems relating to education, special education and the Department of Education Funded Programs.
- Understanding of the complexities of differential diagnosis for pervasive developmental disabilities incorporating communication disorders.
- Experience in working with families in supporting children and young people with disability in relation to therapeutic interventions.
- Experience in planning and delivering professional development.
- Experience in a role providing professional guidance/support in Schools.
- Knowledge of practices, regulations and systems relating to the National Disability Insurance Scheme (NDIS).

### **Mandatory Requirements**

- NDIS Worker Screening Check Clearance
- A current Blue Card
- Driver's Licence.

### **Working Relationships**

- The Coordinator will report to the Head of Allied Health Services.
- The Coordinator will work closely with other members of the SALDA team.