



## Role Description

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|---------------------|--|------------------------|-----------------------------------|
| <b>Title:</b>       | Senior Advisor: Speech Language Pathology Services | <b>Location:</b>       | Toowoomba Catholic Schools Office |
| <b>Reports to:</b>  | Director: Teaching and Learning                    | <b>Classification:</b> | Professional Officer Level 5      |
| <b>Directorate:</b> | Teaching and Learning                              | <b>Tenure:</b>         | Fixed Term                        |

### 1.0 Purpose

The Teaching and Learning Directorate (TLD) provides key system level direction, authoritative advice, and support to Toowoomba Catholic Schools (TCS) for the implementation of sustainable school improvement in student educational achievement at the system and school levels.

The purpose of this role is to provide professional oversight of speech language pathology services and practices across the Toowoomba Catholic Schools (TCS) system, within the Teaching and Learning Directorate and includes the delivery of speech language and pathology services to school students and families. The position is responsible for implementing a new model of service delivery across the Diocese.

The focus will be on:

- investment in lifting teacher capacity
- leadership and whole-school approaches
- effective use of student outcome data
- delivery of quality speech language pathology services to allocated schools
- provision of leadership to the Speech Language Pathology Advisors working within the TLD team

The support provided by the role holder will be guided by

- Jesus Christ and his teachings as understood and passed on by the Catholic Church
- other Catholic Church teachings, principles, and values
- relevant legislation, government requirements, and best practice
- Diocesan Strategic Plan, mission, vision, policies, frameworks, procedures and guidelines
- relevant Directorate strategies

### 2.0 Experience and qualifications

#### Essential

- tertiary qualification in Speech Language Pathology and a minimum of 5 years' experience in the field, including paediatric work
- hold, or be eligible to hold, registration for Speech Pathology Australia
- familiar and competent with assessment and intervention in the area of paediatrics
- effective relationship building and influencing skills

- demonstrated experience working with the Microsoft suite of products
- advanced interpersonal and communication skills
- empathy with the values and ethos of the Catholic faith

### **Desirable**

- coaching and/or leadership experience
- experience in an educational setting

## **3.0 Key result areas**

- 3.1 contribute to and promote the development, alignment, attainment, and review of the strategic goals for the Diocese of Toowoomba Catholic Schools (TCS)
- 3.2 work collaboratively with members of the TLD and other relevant key role holders to develop and deliver policy and strategic directions in speech language pathology for TCS within the broader context of the TLD Strategy
- 3.3 design and develop a range of professional learning resources, based on a coaching model, to support schools in speech language pathology services and practice
- 3.4 work collaboratively with members of the TCS and other relevant key role holders to develop an overview of service provision for TCS schools within the broader context of the TLD Strategy
- 3.5 provide expert advice in speech language pathology and related professional issues within the TLD and schools based on contemporary research, system and school data and through professional relationships with relevant experts and associations
- 3.6 identify the speech/language needs of students, work collaboratively with school learning support teams to develop appropriate intervention responses able to be contextualised within an educational setting
- 3.7 contribute to the development of a professional learning community in the TLD fulfilling reporting and other accountabilities as required
- 3.8 collaborate and communicate with other members of the TLD and the members of the other directorates within TCS to ensure that high professional standards are met
- 3.9 complete other duties that are directed as needs change or grow if the duties are consistent with the purpose of this position and any relevant legal and/or industrial obligations

## **4.0 Statement of responsibility**

- 4.1 The incumbent performs the role cognisant of and in harmony with the vision and mission of TCS.
- 4.2 The incumbent will work cooperatively with other key stakeholders both within TCS and external agencies to ensure that services are delivered in a planned, coordinated, and strategic manner.
- 4.3 The role holder will engage in performance reviews in accordance with TCS policy and procedure.

#### 4.4 While at work the role holder must

- take reasonable care for his or her own health and safety
- take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons
- comply, so far as the role holder is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with the Work Health and Safety Act
- cooperate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers

### 5.0 Authority limits

Full authority is delegated from the Director: Teaching and Learning to produce the desired outcomes. Authority to commit funds is restricted to approved budget items and can only be authorised by the Director.

### 6.0 Reporting and other relationships

The Senior Advisor: Speech Language Pathology Services reports directly to the Director: Teaching and Learning within the TLD. Other significant relationships exist with members of the Toowoomba Catholic Schools Office, the Executive Director, and the members of the Executive Leadership Team (ELT).

### 7.0 Statement of duties

The information detailed above is an accurate reflection of this role. Attached to this role description is a **duties statement** that covers a selection of activities in which the incumbent might engage. The list is neither prescriptive nor exhaustive.

## Duties statement

### Senior Advisor: Speech Language Pathology Services

**Please note:** this statement links to the key result areas in the Role Description

#### **3.1 contribute to and promote the development, alignment, attainment, and review of strategic goals for the Diocese of Toowoomba Catholic Schools (TCS)**

- 3.1.1 contribute as a member of the TLD to achieve the strategies set out in the TLD Strategy and the TCS Strategic Plan
- 3.1.2 attend professional development as appropriate
- 3.1.3 document and report on the progress of initiatives in the TLD Strategy and the TCS Strategic Plan as required

#### **3.2 work collaboratively with members of the TLD and other relevant key role holders to develop and deliver policy and strategic directions in speech language pathology for TCS within the broader context of the TLD Strategy**

- 3.2.1 provide and share research on contemporary approaches to speech language pathology services to build understanding across TCS
- 3.2.2 synthesise research, student learning data and effective evidence practices and contribute to speech language pathology services policy and practice development and implementation
- 3.2.3 provide professional learning that incorporates shared vision and beliefs of contemporary approaches to speech language pathology services
- 3.2.4 contribute to the implementation of speech language pathology services and strategies in schools particularly through the use of coaching

#### **3.3 design and develop a range of professional learning resources, based on a coaching model, to support schools in speech language pathology services and practice**

- 3.3.1 produce resources using a range of media to support the professional learning of Learning Support Teachers, Education Officers, and other relevant personnel in speech language pathology services and practice
- 3.3.2 make resources accessible through the Teaching and Learning SharePoint portal

#### **3.4 work collaboratively with members of the TCS and other relevant key role holders to develop an overview of service provision for TCS schools within the broader context of the TLD Strategy**

- 3.4.1 provide professional leadership and support to TCS speech language pathology services
- 3.4.2 provide professional support and advice to relevant personnel in a clinical supervisory capacity
- 3.4.3 implement a new model of service delivery

#### **3.5 provide expert advice in speech language pathology and related professional issues within the TLD and schools based on contemporary research, system and school data and through professional relationships with relevant experts and associations**

- 3.5.1 establish and maintain professional relationships with the key speech language pathology educational services in other sectors and associations
- 3.5.2 provide advice on implementing, reviewing and understanding effective speech language pathology services
- 3.5.3 provide advice, information and professional support to relevant TCS personnel in relation to the use of current research, and system and school data to inform and guide the future development of speech language pathology services

**3.6 Identify the speech/language needs of students, work collaboratively with school learning support teams to develop appropriate intervention responses able to be contextualised within an educational setting**

- 3.6.1 prioritise building the capacity of school learning support teams to implement appropriate first stage screening and assessment protocols aimed at identifying students with speech/language needs
- 3.6.2 assess targeted students identified in the screening described in 3.6.1 to develop appropriate school-based intervention responses
- 3.6.3 build capacity of school learning support teams to review student improvement

**3.7 Contribute to the development of a professional learning community in the TLD fulfilling reporting and other accountabilities as required**

- 3.7.1 participate in TLD team meetings, planning, and reporting processes
- 3.7.2 participate in professional knowledge management and sharing, particularly research on effective speech language pathology services

**3.8 collaborate and communicate with other members of the TLD and the members of the other directorates within TCS to ensure that high professional standards are met**

- 3.8.1 maintain highly functional and collaborative working relationships with colleagues by interacting effectively, contributing to discussions and seeking advice
- 3.8.2 understand and accept the contributions of others in a multi-disciplinary and collaborative environment to provide a highly competent and seamless service to TCS
- 3.8.3 establish and maintain effective communication networks with stakeholders
- 3.8.4 work collaboratively with stakeholders

**3.9 complete other duties that are directed as needs change or grow if the duties are consistent with the purpose of this position and any relevant legal and/or industrial obligations**

- 3.9.1 duties may include the completion of project work that presents itself during the course of the operational and strategic review of the actions associated with the TLD Strategy, TCS Strategic Plan or other directorate strategies