

Position Description

Speech Pathologist Grade 3

Classification:	VW6-9
Business unit/department:	Speech Pathology
Work location:	Austin Hospital ☒ Heidelberg Repatriation Hospital ☒ Royal Talbot Rehabilitation Centre ☒ Other ☐ (please specify)
Agreement:	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026
	Choose an item.
	Choose an item.
Employment type:	Fixed-Term Part-Time
Hours per week:	20 hrs (.53EFT)
Reports to:	Manager, Speech Pathology
Direct reports:	nil
Financial management:	nil
Date:	16.09.2025- 24.08.2026

Position purpose

The Grade 3 Speech Pathologist will be recognised as a clinical leader in a specialist area as recognised by the Employer. They will demonstrate superior consolidated skills and will motivate and inspire others. They will be leaders in building and contributing to knowledge in their area of expertise and will encourage teaching, research and mentoring within a designated clinical stream. They are expected to lead and develop individuals and teams, and to have currency of professional knowledge and skills that support patient care at the highest clinical level.

The Grade 3 clinician will support the Manager and Grade 4 clinicians in a range of activities including department planning and development, strategic planning, policy development and resource allocation to the designated clinical stream.

In addition, the Grade 3 clinician within their clinical stream, will

- manage an individual clinical caseload and act as a consultant/resource in the relevant area of expertise
- provide clinical leadership and specialist clinical knowledge in the discipline practice
- use their comprehensive experience and knowledge to foster professional development and deliver training and supervision to staff and students
- lead/participate in the development and review of quality and safety activities
- lead and support research projects as delegated

About the Directorate/Division/Department

This position is based within Austin Health's Speech Pathology Department. This Department forms part of the Division of Allied Health, which comprises the following services:

- **Allied Health therapies** – Physiotherapy, Social Work, Speech Pathology, Occupational Therapy, Nutrition and Dietetics, Orthotics & Prosthetics, Clinical and Neuropsychology (Royal Talbot site) and Creative and Leisure Services
- **Tracheostomy Review and Management Service**
- **Language Services**
- **Ngarra Jarra (Aboriginal Health) Program**

The Speech Pathology Department is committed to providing a comprehensive and innovative service to clients with communication and/or swallowing disorders. In realising this goal, the department will lead and excel in research, teaching and the use of evidence-based practice.

The Speech Pathology Department provides services on all three campuses of Austin Health, across all Divisions. The Department offers acute adult inpatient, adult rehabilitation and outpatient services. Speech Pathologists also work in specialist multidisciplinary services, including the Voice Analysis Clinic (VAC), the Memory Clinic, the Swallowing and Nutrition Clinic, and the Tracheostomy Review and Management Service (TRAMS).

The Speech Pathologist employed in this position reports to the Manager of Speech Pathology and is expected to travel across campus as required

Position responsibilities

Clinical Care

- Provide excellent, patient-centred, evidence-based clinical care to a designated patient group as determined by the Grade 4 clinician(s) or the Manager
- Function as the senior clinician in a clinical stream of care, including direct provision of patient care
- Undertake and model evidence-based practice principles and interdisciplinary practice in the provision of care
- Provide high level consultation regarding complex clinical care and discharge planning issues to the multidisciplinary team and external organisations as required.

Clinical Leadership

- Lead/participate in discipline services to a clinical stream of care within the context of departmental and Austin Health aims and priorities
- Create a team environment which promotes a positive culture, opportunity for learning and development, safety and welfare of employees
- Support and supervise Grade 2's, Grade 1's, Allied Health Assistants, and students as required
- In conjunction with the Grade 4 Clinician(s) or Manager, re-allocate staff during periods of changing demand as required
- Participate in human resource management as requested by the Grade 4 Clinician(s) or Manager
- Participate in the development, implementation and evaluation of policy, service provision and strategic direction of the department with a particular focus on the designated clinical stream as required
- Represent the area of responsibility and/or department at relevant Austin Health forums and meetings as required
- Perform additional administrative duties and projects under direction of the Grade 4 Clinician(s) or clinical lead and/or Manager



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Education

- Provide input into department policy and procedures regarding training and education for staff, students and other health professionals
- Participate in undergraduate and postgraduate student training in the designated clinical stream
- Initiate and provide training and education to hospital staff, other professionals and student groups within Austin Health and externally on issues pertaining to their discipline
- Initiate and provide teaching/clinical guidance to other members of the department utilising expertise through, for example, direct teaching, team meetings and continuing education forums

Evidence Based Practice and Research

- Demonstrate an evidence-based practice approach to clinical care
- Participate in clinical and translational research where opportunities arise within clinical stream
- With the grade 4 EBP and research leads, contribute to a culture of scientific activity, participating in research, presentations and publications as opportunities arise
- Present findings of projects and research in scientific publications and at relevant conferences

Quality, Safety and Risk

- Strive towards continuous improvement, by initiating, participating and continuously evaluating the quality and outcomes of service design and intervention
- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.
- Participate in the emergency incident response activities as directed

Professional Development

- Participate in department performance appraisal, supervision and Professional Development Planning process
- Participate in regular supervision with the Grade 4 clinical lead(s) (or clinician(s)) or Manager
- Undertake education and training to ensure clinical practice is current and evidence based

Information Management

- Ensure the appropriate dispersion of information to staff
- Record in patient medical files according to policy/ procedure and Austin Health documentation standards
- Adhere to Austin Health's policies for use of Information Technology
- Meet activity and reporting timelines for projects and committee work
- Maintain and store minutes of meetings in areas of responsibility
- Record accurate data and notes as per policy and procedures

All Employees

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*
- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).
- Comply with all Austin Health mandatory training and continuing professional development requirements.



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- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.
- Work across multiple sites as per work requirements and/or directed by management.
- Undertake not to reveal to any person or entity any confidential information relating to patients, employees, policies, and processes and do not make public statements relating to the affairs of Austin Health without prior authority of the Chief Executive Officer.

Selection criteria

Essential

- Commitment to Austin Health values
- Demonstrated clinical skills in assessment and management of communication and swallowing disorders
- Demonstrated commitment to evidence-based practice and ability to translate this into practice
- Demonstrated ability to undertake professional supervision and promote professional competence of other staff
- Demonstrated expertise in teaching, training and education
- High level interpersonal skills that promote team development and engagement, and a proven ability to relate to people at all levels within an organisation
- Demonstrated research or quality improvement project work, including knowledge and skills in benchmarking and data analysis
- High level written and verbal skills
- Demonstrated history of and commitment to ongoing professional development and specialisation

Desirable

- Hold a higher degree or progressing towards higher qualification in a relevant area
- Demonstrated evidence of research, publication and public presentation
- Demonstrate a working knowledge of the Victorian public health care system and resource allocation
- A sound understanding of information technology including clinical systems
- Current drivers licence

Professional qualifications and registration requirements

- Eligible for certified practising membership of Speech Pathology Australia
- More than 7 years of relevant clinical experience

General information

Cultural safety

Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

Equal Opportunity Employer

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or



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Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.

Austin Health is a child safe environment

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



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