

## Position Description

<b>Position title</b>	Speech Pathologist
<b>Department / Division</b>	Speech Pathology / Digital & Allied Health
<b>Classification</b>	Grade 3 Year 1 to Grade 3 Year 4 (VW6-VW9)
<b>Position reports to</b>	Manager, Speech Pathology
<b>No. of direct &amp; indirect reports</b>	N/A
<b>Location</b>	The Royal Children's Hospital, Flemington Road, Parkville
<b>Risk category</b>	Category A - works in a direct patient contact role and has or potential to have exposure to blood or body fluids.

<p><b>The Royal Children's Hospital</b></p> <p>The Royal Children's Hospital's (RCH) vision is <i>"A world where all kids thrive"</i>.</p> <p>RCH is located within the Melbourne Biomedical Precinct, with more than 45 world-class biomedical organisations and more than 50,000 of the brightest minds working together to make the Precinct number one in the Asia Pacific region for health, education, research, and training. Within this, RCH is also a cornerstone member of the Melbourne Children's Campus, partnering with Murdoch Children's Research Institute, The University of Melbourne Department of Paediatrics and The Royal Children's Hospital Foundation. Each organisation contributes to a paediatric academic health centre which is greater than the sum of its parts.</p> <p>RCH has cared for the children and young people of Victoria for more than 150 years since it was founded in 1870. A full range of paediatric and adolescent health services are provided plus tertiary and quaternary care for the most critically ill and medically complex patients in Victoria, Tasmania, southern NSW and other states around Australia and overseas. The RCH is the only provider of heart transplant services and CAR T-cell therapy for paediatrics in Australia. RCH is an effective advocate for patients and their families with a particular focus on vulnerable children and increasingly, mental health in young people. The hospital also supports many health promotion and prevention programs. The Hospital has more than 6,000 staff, a budget of \$850M, 12 wards and 350 beds. Annually, the RCH has 300,000+ Specialist Clinic appointments, 90,000+ Emergency Department presentations and 20,000 elective surgeries.</p> <p>We work collaboratively with hospitals to deliver the right care, in the right place, at the right time. The RCH is committed to the Child Safe Standards <a href="https://www.rch.org.au/quality/child-safety/">https://www.rch.org.au/quality/child-safety/</a>.</p> <p>RCH enjoys high employee engagement and is committed to staff safety and a positive culture through enactment of our Compact.</p> <p>Further information on RCH is available at <a href="http://www.rch.org.au">www.rch.org.au</a></p>
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<p><b>ROLE CONTEXT</b></p> <p>You will be part of the RCH Speech Pathology team providing services to inpatient and outpatient paediatric populations with communication and swallowing disorders. Speech Pathologists work in a range of clinical areas including swallowing, feeding, speech, language, voice, cleft palate, and tracheostomy.</p>
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This role works primarily within Ambulatory Services and is based in the Hospital-in-the-Home service (Wallaby Ward). The Hospital-in-the-Home service allows children to complete their inpatient treatment at home where they are visited and cared for by medical, nursing, and allied health staff.

#### **ROLE PURPOSE**

The Grade 3 speech pathologist sees infants, children, and adolescents at RCH within an ambulatory care model. The Hospital in the Home (Wallaby Ward) service provides multidisciplinary care for children able to complete their admission at home. This includes assessment and management of feeding, swallowing, and communication difficulties across a range of clinical areas such as respiratory, oncology, complex care, and post-surgical rehabilitation.

The Grade 3 Speech Pathologist is also part of a broader RCH speech pathology team and works with the manager and other senior colleagues to lead evidence based clinical practise, develop excellence in clinical service delivery and provide clinical leadership. The Grade 3 Speech Pathologist undertakes other non-clinical duties as delegated by the speech pathology manager such as leading non-clinical portfolios. As with all roles in the speech pathology department, service delivery across other clinical programs and units may be required according to clinical service demands.

#### **KEY ACCOUNTABILITIES**

##### **Provision of Care**

- Deliver excellent evidence-based practice speech pathology assessments and interventions for infants, children, and adolescents with neurological, neurodevelopmental, surgical &/or medical conditions affecting communication, feeding, and/or swallowing
- Manage a complex and varied clinical caseload
- Provide high level of clinical expertise with independent decision making
- Maintain clinical documentation, records and data as per discipline specific guidelines and RCH procedures
- Lead the ongoing development, review and maintenance of administrative processes and improved communication mechanisms
- Actively participate in, provide and contribute to continuous improvement and continuing education opportunities
- Plan for, and effectively manage, contingencies that may affect the performance of healthcare activities
- Act to reduce error and sources of risk in own practice, as well as the broader discipline/ department and healthcare setting
- Ensure timely provision of discipline services through appropriate prioritisation of stream, departmental caseload and patient needs
- Be a source of clinical expertise, advocacy and guidance within the clinical stream, across the department and within the broader multidisciplinary team

##### **Lifelong Learning**

- Participate in professional development activities to ensure that best clinical practice is maintained
- Ensure processes, frameworks and/or support tools are in place for enhancing learning through reflection
- Promote a culture in which clinical supervision is treated as part of core business of contemporary professional practice
- Foster a culture in which feedback is used as a positive strategy to enhance goals, awareness, and learning
- Maintain eligibility requirements for Speech Pathology Australia
- Participate in teaching (internal and external)
- Model a commitment to continuing professional development, and support junior staff in developing and accomplishing professional goals and objectives

- Actively promote an environment of lifelong learning

#### **Collaborative practice**

- Work in collaboration with multidisciplinary team
- Work with initiative and autonomy while leading others in the pursuit of team goals
- Promote and develop partnerships with healthcare and community providers as well as discipline networks
- Utilise a flexible and adaptable approach to functioning in a team environment to enhance the team's performance and ensure ongoing excellence in service delivery

#### **Communication**

- Apply a highly developed verbal communication, interpersonal skills and attention to detail with the ability to interact with a variety of stakeholders
- Recognise issues that may lead to conflict, and constructively addresses issues as they arise
- Communicate effectively with patients and families to ensure their understanding and that their needs and views are included in plans and actions
- Facilitate open and effective communication across all levels of the individual Department and more broadly across the organisation
- Ensure systems are in place for coordinating and performing appropriate clinical handover and arrange follow-up to ensure patient care is maintained

#### **Continuous Improvement**

- Develop effective time management skills to balance clinical requirements and to contribute to continuous improvement activities
- Balance priorities between clinical load and contribution to quality improvement activities
- Lead and contribute to improvements in departmental management and function
- Complete quality activities in timely manner
- Act to reduce error and sources of risk in own practice
- Contribute positively to change processes, through demonstrating flexibility and openness to change
- Develop awareness of governance requirements including safety and quality clinical practice guidelines, procedures and policies including how they apply to clinical role
- Empower team to identify, analyse, report and manage risks
- Manage local risks and escalate appropriately to line manager and relevant stakeholders

#### **Supervision, Leadership and People Management**

- Participate in clinical supervision in accordance with local standard operating procedures and/or the RCH Allied Health Clinical Supervision Guideline which are based on the DHHS Allied Health Clinical Supervision Framework
- Provide clinical supervision to staff and students, and deliver regular, constructive and developmental feedback to team
- Provide clinical and operational leadership in area of expertise, ensuring consultation with the G4 or manager as appropriate

#### **Organisation and Planning**

- Apply highly developed organisational and planning skills with ability to prioritise workload and competing demands

#### **Research**

- Understand the principles of evidence-based practice, and critically evaluate clinical practice in light of available evidence, experience and patient/ family values and circumstances
- Evaluate current practice with respect to the evidence
- Find, critically review, evaluate and interpret literature and apply to current role/service
- Support a research culture and agenda

- Contribute to research agenda through assisting research projects (e.g., contributing to participant recruitment, data entry, questionnaire/audit design as part of a research project in work area)
- Appropriately share evidence (e.g., presents at journal club, special interest groups)
- Work with team/department to identify research gaps and take opportunities to engage academic partners (e.g. contributes to ideas for honours projects)

#### QUALIFICATIONS AND EXPERIENCE

##### Essential:

- Bachelor of Speech Pathology or equivalent tertiary qualification
- Eligibility for practising membership of Speech Pathology Australia
- Meet the requirements of the Speech Pathology Australia Professional Self-Regulation program
- Upholds the Speech Pathology Australia Code of Conduct
- Extensive experience in the provision of speech pathology services to infants and children with communication and/or swallowing disorders

##### Desirable:

- Minimum of 7 years' relevant clinical and leadership experience
- Experience in both paediatric swallowing and communication disorders
- Highly developed communication, interpersonal, and organisational skills
- Experience working in an acute paediatric hospital setting
- Experience in caseload and service planning and prioritisation
- Experience supervising students and staff.
- Active involvement in speech pathology research
- Relevant post-graduate qualification/s (i.e., degree) or significant completion towards

#### KEY SELECTION CRITERIA

- High level expertise in assessment and intervention of infants, children, and adolescents with neurological, neurodevelopmental, surgical &/or medical conditions affecting communication, feeding, and/or swallowing.
- Experienced and skilled clinician with consolidated clinical assessment, formulation, and clinical reasoning abilities
- Excellent professional, interpersonal and self-reflection skills to enable effective work with people of different personalities and backgrounds
- Autonomous behaviour, independence of thought, awareness of own effectiveness and internalised responsibility.
- Ability to work flexibly in a fast-paced clinical environment, managing competing demands according to departmental and organisational requirements
- Capacity for effective negotiation, conflict resolution and wide consultation at all levels, to maintain and foster key interpersonal relationships.
- Demonstrated commitment to building professional skills and capacity
- Communication, supervision and education skills of a level suitable for supervision of students, Grade 1 and 2 staff and Allied Health Assistants
- Demonstrated capacity to work constructively and collaboratively with a range of disciplines towards common goals
- The ability to engage children of different ages and abilities, and to advocate for patients and their families
- Demonstrated ability to manage project/research work independently

- Excellent computer literacy skills

#### **OTHER REQUIREMENTS**

- Employees are required to undertake a National Criminal Record Check and a Working with Children Check prior to commencing employment
- Employees are required to maintain a valid Working with Children Check throughout their employment
- Employees are required to maintain compliance with RCHs "Staff Immunisation - Prevention of Vaccine Preventable Diseases" procedure.
- A current, full driver's licence for the State of Victoria which is appropriate for the type of vehicle being driven, and comply with any restrictions on their licence (e.g. wearing glasses) while undertaking hospital duties (If applicable)

#### **IMPORTANT INFORMATION**

All employees are required to adhere to the Royal Children's Hospital Values:

- Curious - We are creative, playful and collaborative
- Courageous - We pursue our goals with determination, ambition and confidence
- Inclusive - We embrace diversity, communicate well, build connections and celebrate our successes together
- Kind - We are generous, warm and understanding

#### **RCH COMPACT**

All new and existing employees commit to the RCH Compact to contribute to a strong and respectful culture.

- We do better work caring for children and families when we also care for each other
- I bring a positive attitude to work – I share, I laugh, I enjoy other's company
- I take responsibility for my behaviour and its impact on others
- I am curious and seek out ways to constantly learn and improve
- I celebrate the good stuff, the small stuff, the big stuff – it all matters
- I speak up when things aren't right
- I value the many different roles it takes to deliver great patient care
- I actively listen because I want to understand others and make better decisions
- I am inclusive and value diversity
- When it comes to teamwork, I don't hold back – I'm all in

#### **QUALITY, SAFETY AND IMPROVEMENT**

RCH employees have a responsibility and accountability to contribute to the organisation's commitment to Quality, Safety and Improvement by:

- Acting in accordance and complying with all relevant Safety and Quality policies and procedures
- Identifying risks, reporting and being actively involved in risk mitigation strategies
- Participating in and actively contributing to quality improvement programs
- Complying with the requirements of the National Safety & Quality Health Service Standards
- Complying with all relevant clinical and/or competency standards



- Complying with the principles of Patient and Family Centred Care that relate to this position

**The RCH is committed to a diverse and inclusive workforce. We encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and/or linguistically diverse backgrounds, all members of the LGBTQI community and people with disability.**

**Position description last updated**

**JUNE 2026**