

**DEPARTMENT OF EDUCATION WESTERN AUSTRALIA  
JOB DESCRIPTION FORM**

<b>Public Sector Management Act 1994</b>	<b>Salaries/Agreement/Award</b> Public Service Award 1992 Public Service and Government Officers CSA General Agreement 2017 or as replaced	
<b>Group:</b>	<b>Schools</b>	<b>Effective Date of Document</b> 18 April 2018
<b>Region:</b>	<b>Education Regions</b>	
<b>School:</b>	<b>Language Development Centre/School</b>	

**THIS POSITION**

**Title:** Speech and Language Specialist

**Classification:** Specified Calling Level 2

**Position No:** Generic

**Positions under direct responsibility:** Nil

**REPORTING RELATIONSHIPS**

**TITLE:** Regional Executive Director

**LEVEL:** Various

**POSITION NUMBER:** Various

**TITLE:** Principal, Language Development Centre/School

**LEVEL:** Various

**POSITION NUMBER:** Various

<b>TITLE</b>	<b>CLASSIFICATION</b>	<b>POSITION NO.</b>	<b>EFFECTIVE DATE</b>
Speech and Language Specialist	Specified Calling Level 2	Generic	18 April 2018

## CONTEXT

The Department of Education is Western Australia's largest public sector employer with approximately 45 000 staff or one third of the Government workforce in around 800 worksites.

We provide a system of public schools in which our aim is to ensure that every school is a good school, every teacher is effective and every student is successful.

The Department's other key responsibilities include:

- regulation of non-government schools in accordance with Part 4 of the School Education Act 1999
- administration of state funding to non-government schools
- higher education policy and planning
- legislative reviews
- providing secretariat services to the Teacher Registration Board of Western Australia, the Training Accreditation Council and the School Curriculum and Standards Authority.

The principles underpinning the Department's operations in Western Australia are:

- working collaboratively to achieve outcomes
- accepting responsibility and accountability for the achievement of outcomes
- enabling flexible, innovative and diverse work practices
- promoting confidence in the professional judgement of the Department's staff.

All Department actions are guided by four core values: Learning, Excellence, Equity and Care.

For further information, please visit: <https://www.education.wa.edu.au/web/our-organisation/home>.

Further context about the particular centre or school in which the vacancy is being advertised is available on the Department's website. Please visit <http://www.det.wa.edu.au/schoolsonline/home.do> and enter the centre or school name in the *Find a School* field.

<b>TITLE</b> Speech and Language Specialist	<b>CLASSIFICATION</b> Specified Calling Level 2	<b>POSITION NO.</b> Generic	<b>EFFECTIVE DATE</b> 18 April 2018
--	---	--------------------------------	--

## ROLE

The Speech and Language Specialist:

- provides specialist input to the development of school-based policy and plans in relation to the speech, language and literacy development component of the school program
- works collaboratively in interdisciplinary teams to develop, implement and review educational programs for language impaired students
- plans and implements professional development, training and assistance for teachers, support staff and parents
- provides specialist information and advice to teachers, education assistants, parents and other professionals in the area of speech, language and literacy impairments
- is a member of the Placement Team considering Language Development Centre students' entry and exit
- collaborates with schools and other service providers within and outside the Department regarding language/literacy programs and service provision
- provides specialised speech and language services to support students with speech, language and literacy impairments
- assesses, monitors and reviews students' speech and language development
- prepares and maintains student speech and language records, reports, correspondence and training programs, and communicates student progress to teachers, family and other appropriate personnel
- participates in projects and research activities on language/literacy development
- participates in professional development activities and liaises with relevant organisations and research institutions to maintain and develop professional, up-to-date knowledge and skills
- supervises university speech pathology students on placement
- develops, evaluates and supports implementation of specialised speech, language and literacy programs in an educational context for K–3 students with identified speech, language and literacy needs

<b>TITLE</b>	<b>CLASSIFICATION</b>	<b>POSITION NO.</b>	<b>EFFECTIVE DATE</b>
Speech and Language Specialist	Specified Calling Level 2	Generic	18 April 2018

## **OUTCOMES**

1. Specialist speech, language and literacy input is provided into the development of school-based policy, plans and educational programs.
2. Outcomes for students with speech and language impairment are maximised through the development, implementation and review of language/literacy programs and strategies that take into account individual student language, educational, behavioural and psychosocial needs.
3. Teachers, support staff, and parents are provided with professional development and training in the application of speech and language/literacy programs.
4. Teachers, support staff and parents are provided with up to date information on speech, language and literacy development, and contemporary research trends.
5. Student speech and language/literacy development is assessed, monitored, evaluated, reported on and communicated to teachers, parents and other relevant personnel.
6. Liaison with other Language Development Centres, relevant organisations and professionals is maintained to ensure consistency of services, programs and operational planning, and access to the latest research in speech, language, and literacy development.
7. Speech Pathology students on placement are provided with specialist advice, guidance and supervision.

## **SELECTION CRITERIA**

The following selection criteria are identified as being required to achieve the outcomes in the context of this position. Applicants will need to provide evidence of their capacity to transfer their knowledge and skills to achieving the outcomes of this position.

1. Demonstrated experience in developing speech and language/literacy policy and programs and knowledge of latest trends and research in speech and language development.
2. Demonstrated ability to develop, implement, and review speech and language/literacy programs.
3. Demonstrated ability to provide specialised speech and language services and support to students with speech and language impairments
4. Highly developed oral and written communication skills, including the demonstrated ability to prepare reports and prepare and deliver professional development programs.
5. Demonstrated ability to monitor and evaluate language impaired students' progress both individually and in the context of language/literacy programs.
6. Highly developed interpersonal skills that demonstrate an ability to function in a self-directed way, and as a member of an interdisciplinary team in an educational and/or community setting.

<b>TITLE</b> Speech and Language Specialist	<b>CLASSIFICATION</b> Specified Calling Level 2	<b>POSITION NO.</b> Generic	<b>EFFECTIVE DATE</b> 18 April 2018
--	---	--------------------------------	--

## **ELIGIBILITY**

Employees will be required to:

- possess a Tertiary qualification of Bachelor of Speech Pathology or equivalent, and eligibility for membership of the Speech Pathology Association of Australia;
- obtain a current Department of Education Criminal Record Clearance prior to commencement of employment; and
- obtain or hold a current Working with Children Check.

## **TRAINING**

Employees will be required to:

- complete the Department's induction program within three months of commencement;
- complete any training specific to this role required by Departmental policy; and
- complete the Department's training in Accountable and Ethical Decision-Making within six months of appointment.

## **CERTIFICATION**

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

## **ENDORSED**

**DATE 18 April 2018**  
**TRIM REF # D18/0149639**