

Role Profile

Part A - Grade & Structure Information

Job Family Code	10PCS	Role Title	Speech and Language Therapy Clinical Team Leader
Grade	PS10	Reports to (role title)	Speech and Language Therapy Manager
		Directorate	Children, Schools and Families
JE Band	371-438	Service	Speech and Language Therapy
		Team	Speech and Language Therapy
		Date Role Profile was created	06/12/2016

Part B - Job Family Description

The below profile describes the general nature of work performed at this level as set out in the job family. It is not intended to be a detailed list of all duties and responsibilities which may be required. The role will be further defined by annual objectives, which will be developed with the role holder. The Council reserves the right to review and amend the job families on a regular basis.

Role Purpose including key outputs	To lead a team of speech and language therapists and assistants working within schools. To provide and coordinate line management and clinical supervision for the team. To liaise and maintain strong working relationships with an identified range of schools. To monitor the performance of the team through appraisal and audit. To contribute to service development and improvement. To provide advice, assessment and intervention for children with complex speech, language and communication difficulties.
Work Context	The post holder will lead a team of therapists and assistants who support children and young people within either a special school environment or in mainstream schools, including specialist centres. The post holder within the mainstream team will be required to travel, although allocated schools will be within a defined geographical area. The post holder will provide and receive regular 1:1 supervision as well as group and team support. This will enable them to provide and receive continuing professional development and to support with the achievement of the team and service objectives.
Line management responsibility if applicable	The post holder will line manage both senior therapists within the team and also any newly qualified therapists working to achieve autonomous status. The post holder will coordinate the line management and clinical supervision for the rest of the team of therapists and assistants.
Budget responsibility if applicable	none
Representative Accountabilities Typical accountabilities in roles at this level in this job family	<p>Risk Management</p> <ul style="list-style-type: none"> Identify opportunities and risks associated with the service and escalate / report to management. May undertake the role of expert practice lead, managing highly complex cases and leading consistency and standards of practice in a defined geographical area. Conduct assessments in complex or high risk circumstances ensuring appropriate actions are taken in response to identified safeguarding/wellbeing issues to increase the protection of vulnerable people. <p>Service Development</p> <ul style="list-style-type: none"> Contribute towards developing professional policy, standards and procedure and / or developing and implementing team plans and monitoring and reviewing of services to enhance quality of service. <p>Planning & Organising</p> <ul style="list-style-type: none"> Manage the planning and delivery of services and caseload or projects for own area involving some specialist knowledge or assessment. Contribute to service plans and plan staff resources to maintain operational delivery of services.

	<p>Finance/Resource Management</p> <ul style="list-style-type: none"> • Assist with budget/resource/funding management in accordance with the council policies and procedures. <p>Work with others</p> <ul style="list-style-type: none"> • Liaise, communicate and build relationships with other internal departments, partner organisations, agencies and/or contractors to share knowledge or best practice and ensure quality, integrated service delivery. • Work in partnership with service users, their families/carers. <p>People Management</p> <ul style="list-style-type: none"> • Manage an operational team or specialised function, and organise deployment of staff and work and/or appropriate support for service users. • Monitor and support the performance management and development of team members, using a coaching approach, to ensure that individual contributions are maximised. <p>Duties for all</p> <p>Values: To uphold the values and behaviours of the organisation.</p> <p>Equality & Diversity: To work inclusively, with a diverse range of stakeholders and promote equality of opportunity.</p> <p>Health, Safety & Welfare: To maintain high standards of Health, Safety and Welfare at work and take reasonable care for the health and safety of themselves and others.</p>
<p>Education, Knowledge, Skills & Abilities, Experience and Personal Characteristics</p>	<ul style="list-style-type: none"> • Relevant professional qualification and relevant registration where required and experience, or considerable experience of working within the service area. • High level working knowledge of relevant legislation and procedural frameworks and practice standards • Able to plan and carry out specialist assessments and deliver and oversee programmes or packages of care and support. • Ability to manage budgets in accordance with financial procedures. • Proven written and oral communication and interpersonal skills with good negotiation and influencing skills, and the ability to maintain effective working relationships at all levels. • Competent in a range of IT tools including MS Office and database management systems. • High level problem solving skills with the capacity to devise and implement innovative solutions. • Demonstrable experience in successful recruiting, managing, coaching and developing of staff. • Understanding of the principles of confidentiality and information governance and how these apply to social care. • Ability to communicate with compassion and authority in challenging situations and with resistant individuals, be able to effectively engage with people in complex situations both short-term and building relationships over time. • Satisfactory DBS clearance might be required.
<p>Details of the specific qualifications and/or experience if required for the role in line with the above description</p>	<p>BSc (Hons) Degree or equivalent recognised degree in Speech and Language Therapy</p> <p>Registered Member of the Health, Care and Professions Council</p> <p>Registered Member of the Royal College of Speech and Language Therapists</p> <p>Enhanced DBS clearance</p> <p>Experience of line management of junior therapists, assistants and/ or students</p> <p>Experience of leading a team</p> <p>Additional post graduate training in one or more of the following areas:</p> <p>dysphagia - for posts with our Special schools for children with severe learning difficulties</p> <p>PECS TEACH</p> <p>Makaton</p> <p>Speech Disorder</p>

Role Summary

Roles at this level manage operational service delivery or are an expert practice lead supporting consistency and standards of practice, in a defined service or geographical area. They will often have key responsibilities in planning resources and procurement and commissioning of cost effective and innovative services. They will require a professional qualification or extensive practical experience. They work with a range of agencies and extended services in various settings, to provide advice and guidance to support the service user group. They will plan and ensure progress within established procedures and policy, and respond effectively to changing priorities and different situations. Forward planning could be for months ahead and the role will contribute to longer-term development. They will work largely autonomously with access to guidance from more experienced professionals.

