

# Role Profile

## Part A - Grade & Structure Information

<b>Job Family Code</b>	11PCS	<b>Role Title</b>	Speech and Language Therapy Clinical Lead
<b>Grade</b>	PS11	<b>Reports to (role title)</b>	Speech and Language Therapy Service Manager
		<b>Directorate</b>	Education, LifeLong Learning and Culture, Children Families and Learning
<b>JE Band</b>	439-518	<b>Service</b>	Inclusion & Additional Needs
		<b>Team</b>	Speech and Language Therapy
		<b>Date Role Profile was created</b>	10/07/2024

## 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.

<b>Role Purpose</b> including key outputs	To lead and have an oversight of the clinical development of the speech and language therapy service at Surrey Ccounty Council. This is a county wide role and is intended to add additional capacity into the leadership team to work alongside and in collaboration wth the area leads with in the leadership team. The post holder will lead and manage the portfolio of clinical and research projects across the team and use thisto provide a county wide lens on strengthening the clinical offer of the team. The post holder will have a county wide role in relation to tribunals.
<b>Work Context</b>	The post holder will have an oversight of clinical deveopment and attend clinical groups relating to specialist areas to support the annual speech and language therapy deveopment plans and service user offer. The post holder will be a lead for the research and project portfolio and act as a resource for others leading on projects. The post holder will have a county widde lens for tribunal work leading on position statemtns, attending Surrey Wide meetings and picking up complex cases in area of own clinical expertise. The post holder will lead on the induction and Newly Qualified therapist offers and processes.
<b>Line management responsibility</b> if applicable	The post holder will provide line management cover for the area speech and language leads or add in additional capacity where this is required. They will provide clinical leadership for clincial team leads and for others in the service. They will be asked to carry out probation interviews, support with performance conversations and other HR hearings/ reviews.
<b>Budget responsibility</b> if applicable	Monitoring as required for project budgets/ resources

<p><b>Representative Accountabilities</b> Typical accountabilities in roles at this level in this job family</p>	<p><b>Risk Management</b></p> <ul style="list-style-type: none"> <li>• Identify opportunities and risks associated with the service and escalate / report to management.</li> <li>• 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.</li> </ul> <p><b>Service Development</b></p> <ul style="list-style-type: none"> <li>• Apply specialist/professional expertise and use judgement to make decisions where solutions are not obvious, to deliver services that meet customer requirements and service standards.</li> <li>• Ensure professional and quality service standards are maintained and applied within their area of activity.</li> </ul> <p><b>Planning &amp; Organising</b></p> <ul style="list-style-type: none"> <li>• Develop and implement plans for their own area and contribute to business and service planning.</li> </ul> <p><b>Finance/Resource Management</b></p> <ul style="list-style-type: none"> <li>• May monitor, analyse and manage delegated budgets, funding and resources in accordance with council policies and procedures, or have indirect influence on wider service budget.</li> </ul> <p><b>Work with others</b></p> <ul style="list-style-type: none"> <li>• Work with other service areas / partner professionals and organisations to assess and deliver individual service user needs and / or service objectives and priorities.</li> </ul> <p><b>People Management</b></p> <ul style="list-style-type: none"> <li>• Manage a defined team or area providing clear organisation, direction and development.</li> <li>• Monitor and support the performance management and development of team members using a coaching approach, to support individual development and ensure that individual contributions are maximised.</li> </ul> <p><b>Duties for all</b></p> <p>Values: To uphold the values and behaviours of the organisation.  Equality &amp; Diversity: To work inclusively, with a diverse range of stakeholders and promote equality of opportunity.  Health, Safety &amp; 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><b>Education, Knowledge, Skills &amp; Abilities, Experience and Personal Characteristics</b></p>	<ul style="list-style-type: none"> <li>• Professional qualification and relevant registration where required with post qualification practical experience, or substantial relevant and practical experience across a number of areas and in depth specialist knowledge.</li> <li>• Deep understanding of relevant legislation and practice standards.</li> <li>• Knowledge and awareness of broader contextual factors affecting wider service delivery.</li> <li>• Ability to exercise evaluative judgement appropriately.</li> <li>• Ability to manage budgets in accordance with financial procedures.</li> <li>• Proven written and oral communication and interpersonal skills with good negotiation and influencing skills, and the ability to work collaboratively with internal and external partners/professionals.</li> <li>• Competent in a range of IT tools including MS Office and database management systems.</li> <li>• High level problem solving skills with the capacity to devise and implement innovative solutions.</li> <li>• Demonstrable experience in successful recruiting, managing, coaching and developing of staff.</li> <li>• Satisfactory DBS clearance might be required.</li> </ul>
<p><b>Details of the specific qualifications and/or experience if required for the role in line with the above description</b></p>	<p>BSc (Hons) Degree or equivalent recognised degree in Speech and Language Therapy  Registered Member of the Health, Care and Professions Council  Registered Member of the Royal College of Speech and Language Therapists  Enhanced DBS clearance  Significant Experience of line management/ supervision  Experience of leading a team  Additional post graduate training in a specialist clinical area  Evidence of additional learning and study in leadership  Experience of leading or significant contribution to a project, demonstrable project management skills  An up to date knowledge of research in Speech and Language Therapy particularly within the school aged and post 16 populations.</p>
<p><b>Role Summary</b></p>	<p>Roles at this level provide, manage and / or co-ordinate and contribute to promoting good practice and service development. They will require knowledge across a number of areas or in depth technical or specialist knowledge. They will typically work with those both inside and outside the organisation to influence the development of services or delivery of specific projects, establishing effective local working relationships and joint working arrangements. There will be a requirement to plan and organise own and/or team activity over a significant time scale and coordinate work with associated functions, and they may contribute to strategic developments in their area of expertise. They ensure that their services achieve the agreed financial and service standards, and will have professional autonomy and discretion within operational policies and precedents.</p>
<p><b>Reference Number</b></p>	<p>BM-2024-209</p>