



Position Description

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| Position Title | Speech Pathologist |
| Team | Catholic Education Sandhurst Limited |
| Location | Bendigo Tatura or Wangaratta |
| Enterprise Agreement | Catholic Education Multi-Enterprise Agreement 2022 |
| Classification | Level 3 CES Ltd Speech Pathologist |
| Remuneration | \$91,427 (Excluding Superannuation) |
| FTE | 1.0 or by negotiation |
| Status | Ongoing / Fixed term |
| Reports to | Inclusive Education Lead |

Our Organisation

Catholic Education Sandhurst Limited (CES Ltd) is committed to the mission of Catholic Education across the Diocese of Sandhurst. With a rich history dating back to 1853 the Diocese reaches from Central to Northwest Victoria. The organisation supports more than 3000 employees in 52 schools and 2 early childhood facilities. It also provides support to 4 secondary colleges owned and operated by Religious Institutes.

CES Ltd participates and cooperates in the work of the Catholic Education Commission of Victoria Ltd (CECV), which has key responsibilities for the allocation and distribution of government funding, facilitating cooperation across the four Victorian Dioceses, and in working and cooperating with government statutory authorities.

The Executive Director of Catholic Education Sandhurst acts as Chief Executive Officer for the Board of CES Ltd and within its delegated schedule for the organisational, administrative, support and service matters related to Catholic schools within the Diocese.

The Executive Director of Catholic Education Sandhurst and all delegations via that position operate within the parameters of Canon Law and the Catholic Church structures and processes. CES Ltd is the employing authority for its schools and acknowledges and respects the role of Parish Priests within the Parish communities in which schools are located and supported.

Our Vision

The vision for CES Ltd is to provide, in partnership with our families and parishes, stimulating, enriching, liberating, sacramental and nurturing learning environments drawn from the Catholic tradition in each of the diocesan school communities.

At the heart of this vision is our commitment to the ongoing duty of care that we have for the safety, wellbeing and inclusion of all children and young people, a pursuit of excellence in all levels of learning and creating communities of welcome, hospitality and inclusion.

We believe:

- that the values of the Gospel are central to who we are, what we do, and how we act
- that we have a vital role in the mission of the Catholic Church to imagine and seek new horizons while respecting our Tradition
- that a strong sense of community is dependent on the quality of our collegial relationships
- that each person's potential is fostered through the dedicated ministry of Catholic Education
- in leadership encompassing vision, innovation, and empowerment.

Our Values

CES Ltd Values underpin and reflect the behaviours we expect of our staff:

Principles of Catholic Social Teaching

The identity of the Sandhurst Catholic School reflects the principles of Catholic social teaching, grounded in the person of Jesus, and interpreted and enacted for the "common good" in response to the "signs of the times".

These principles require that the dignity and potential of each person be fully respected within a climate that is conducive to peace, security, and development. This must find expression in the relationships, structures, curricula, planning, processes, and care in the everyday life of the school.

Respect

Respect for the dignity and potential of each person within a climate that is conducive to peace, security and development. This must find expression in the relationships, structures, curricula, planning, processes and care in the everyday life of the school.

Partnerships

The Sandhurst Catholic Schools do not function in isolation. In attending to the religious dimension of education, the most fundamental partnerships are those with parents/guardians and with local Catholic faith communities. The school is part of the wider Church community.

Faith

The tasks of evangelisation, catechesis and religious education are shared by home, school and parish, with each having its own distinct contribution to make in a sense of genuine partnership.

Team Summary

The Catholic Education Sandhurst Office comprises approximately 110 employees working across 7 key functional areas, supporting over 50 schools within the Sandhurst Diocese based across Bendigo, Tatura, and Wangaratta.

The Chief position within each function reports directly to the Executive Director of Catholic Education Sandhurst Limited (CES Ltd) and the 7 functional areas comprise of:

- Catholic Mission/Learning and Teaching
- School Development and Support
- Early Childhood Education and Care
- Student Pastoral Wellbeing
- People and Culture
- Operations
- Strategy, Risk and Governance

Position Summary

This position supports the vision and mission of the Catholic Education Sandhurst Limited through the provision of Educational Speech Pathology services to school communities. Collaborative evidence-based school support occurs across all three tiers of the Multi - Tiered System of Support (MTSS) Framework. This form of service delivery facilitates an active and supported learning environment for students, which encourages generalization of skills because it occurs within the learning context. The Educational Speech Pathology intervention programs are accountable and reflect current theoretical knowledge.

Key relationships include School Principals and appropriate school staff for determination of work allocations, CES Team Leader, Learner Diversity for leadership, CES Senior Speech Pathologist for professional support and guidance and other speech pathologists for collaboration .

Key Responsibilities

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| Speech Pathology Services | <ul style="list-style-type: none">• Provide evidence based curriculum aligned Educational Speech Pathology services to schools including assessment, intervention and consultation in a variety of learning contexts to support students with communication challenges.• Consult within a multi-tiered system of support (MTSS) model of delivery |
| School Collaboration | <ul style="list-style-type: none">• Collaborate with school personnel to best meet the need of students with communication and learning challenges through building the capacity of teachers to implement research-based curriculum and pedagogy . |

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| Support Teaching staff | <ul style="list-style-type: none"> Support learning and provide professional development support to teachers and school communities to facilitate effective learning and teaching |
| Professional Development | <ul style="list-style-type: none"> Engage in continuing education and professional development activities relating to Speech Pathology and Education and abide by Speech Pathology Australia's Code of Ethics (February 1986) |
| Record Keeping | <ul style="list-style-type: none"> Maintain student files and other necessary documentation according to CES Ltd administration protocols |
| Policies and processes | <ul style="list-style-type: none"> May contribute to the evaluation and analysis of guidelines, policies and procedures applicable to best practice Educational Speech Pathology*. |
| Work within a Multi-disciplinary team | <ul style="list-style-type: none"> Actively participate in relevant CES Ltd team based processes and projects |
| Liase with External agencies | <ul style="list-style-type: none"> Support University partners' clinical education program for undergraduate Speech Pathology students. |

* According to Speech Pathology Australia 2022, practice guidelines for Speech Pathologists in Education

Mandatory Responsibilities and Requirements

Compliance with CES Ltd Policies and Procedures

- All CES Ltd policies and procedures are available in either CompliSpace and/or the Staff Portal. It is expected that all employees of CES Ltd must ensure that they comply with policies, procedures and standard ways of work practices when carrying out their work. Any breaches in compliance may result in disciplinary action.

Compliance with Occupational Health and Safety

- All CES Ltd employees have a responsibility to take reasonable care of their own health and safety along with the safety of others. In addition, it is expected that all employees comply with policies, safe work procedures, instructions, and rules of CES Ltd's OH&S Management System, including requirements to report any health, safety or wellbeing issues as well as eliminate hazards, follow instructions, and participate in training and consultation processes. You will also be required to provide evidence of your current First Aid and Anaphylaxis training prior to commencing employment with CES Ltd.

Compliance with Child Safety Legislation

- CES Ltd is committed to creating and maintaining a child safe school environment in which all students feel safe and are safe. They do this by promoting the safety, wellbeing, and inclusion of all children. All CES Ltd employees have a responsibility to comply with current Child Safety legislation. This includes keeping up to date with relevant mandatory reporting requirements and maintaining a valid working with children check. CES Ltd are committed to ensuring the safety of children in our care, as such rigorous reference and background checks are conducted at the pre-employment stage. All staff are also expected to comply with the Child Safety Code of Conduct as amended or varied from time to time.

Key Selection Criteria

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| Essential | Qualifications and Registrations | <ul style="list-style-type: none"> • Formal qualifications in Speech Pathology. • A current unrestricted Victorian Drivers Licence. • A valid working with children check or VIT registration. |
| | Knowledge and Experience | <ul style="list-style-type: none"> • An understanding of oral language and its influence on literacy and learning development across the curriculum. • Experience in providing professional learning opportunities for others in the area of Speech Pathology and a willingness to share knowledge with teachers and other members of school communities. • Proven experience working as a member of a multi-disciplinary team. |
| | Commitment to Catholic Mission | <ul style="list-style-type: none"> • An understanding of and willingness to work within the Catholic Ethos. |
| | Skills and Attributes | <ul style="list-style-type: none"> • Highly developed interpersonal, communication and ICT skills. • Highly developed research and analytical skills including the interpretation of data. • Effective facilitation skills. • Sounds organisational and administrative skills. • Ability to work without close supervision and to act independently where appropriate. • Good presentation skills. • Demonstrated experience and competence in problem solving and decision making in circumstances without strong precedent. |
| Desirable | Knowledge and experience | <ul style="list-style-type: none"> • The ability to coach and provide adult learning. • Experience and competence in responding to legal requirements sch as Disability Discrimination and Privacy obligations. • Experience in policy development, implementation and or review. |