
TITLE: Speech and Language Therapist Manager

GRADE: Management Spine Level 4

RESPONSIBLE TO: Group Curriculum Director – Supported Learning

PURPOSE OF JOB:

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- To assess, diagnose and devise support for a caseload of students, delivering Speech and Language Therapy
- To provide intervention and evaluate evidence-based outcomes for both individuals and groups of students. This will include developing programmes for students with speech, language and communication needs and SEMH.
- Work as part of a multi-disciplinary team with teaching and other staff and parents, providing assessment, training and therapy programmes.
- Lead and manage the Speech and Language service across the college group

MAIN TASKS AND RESPONSIBILITIES:

1. In common with all other staff:

1.1 To support the College's mission, vision, values and strategic objectives.

1.2 To implement the College's Equality and Diversity policies and to work actively to overcome discrimination on grounds of all protected characteristics; sex, race, religion/belief, disability, sexual orientation, age, pregnancy/maternity, gender reassignment status, marriage/civil partnership status.

1.3 To take responsibility for one's own professional development and participate in relevant internal and external activities.

1.4 To implement the College's safeguarding policies and practices.

1.5 To implement your health and safety responsibility in line with the College's Health and Safety policy.

1.6 To contribute to the College's commitment to continuous improvement as identified in the College's quality assurance systems.

1.7 To ensure that data is handled in line with the General Data Protection Regulations.

2. In common with all other staff:

2.1 To participate in college-wide projects and tasks.

2.2 To work in other support services areas to meet the specific needs of workload peaks.

2.3 Such other duties of a similar nature commensurate with the grade as may be required from time to time. This may/will require working in other campuses of the College.

3. Particular to the Post:

3.1 To keep up-to-date with sector best practice around supporting those with SaLT needs, provide training, support and advice to staff around best practice.

3.2 Devise and develop systems and process to ensure high quality SALT service delivered across the College.

3.3 Identify and actively engage with issues and practices which require improvement or development within the SaLT service.

3.4 Provide advice and guidance to the GCD and DGCD on all SaLT related matters, including best practice, government guidance and sector updates.

3.5 Work collaboratively with external partners and stakeholders such as Local Authorities, multi-disciplinary teams, families and out of borough teams where necessary.

3.6 In partnership with the GCD and DGCD, quality assure the provision of SaLT, provide recommendations and actions to improve the service.

4. Managing People

4.1 To line-manage the cross-college Speech and Language Therapists

4.2 To identify the training and development needs of the SaLT staff.

4.3 To contribute to the staff development and other training programmes for the College.

4.4 To ensure new staff are given training on best practice around SaLT support.

5. Person Specification

Qualifications

- 5.1 Degree in Speech and Language Therapy approved by Health and Care Professions Council and Royal College of Speech and Language Therapists (RCSLT)
- 5.2 Attained English and Maths Level 2/GCSE (Grade 4 or above)
- 5.3 Member of the Royal College of Speech and Language Therapists (RCSLT) and registered with the Health and Care Professions Council (HCPC)

Experience

- 5.4 Experienced in line managing others
- 5.5 Experience and understanding of good practice of supporting learners with additional learning needs.
- 5.6 Proven ability to work in an educational setting with students with learning difficulties and/or disabilities, preferably in a Post 16 environment.
- 5.7 Experienced in delivering engaging and interactive support and training sessions for staff and students
- 5.8 Experienced in working with students with EHCPs, chairing Annual Reviews and completing EHCP consultations
- 5.9 Knowledge and experience of direct Speech and Language Therapy with young people, students and families where there are a variety of needs.
- 5.10 Experience of working in a similar role within a school or college setting.
- 5.11 Experience of designing and leading group and individual SaLT intervention programmes.
- 5.12 Experience of line-managing and leading staff.

Skills

- 5.13 Excellent communication written and verbal with good organisational skills.
- 5.14 Ability to work on your own and within a team, working flexibly and collaboratively.
- 5.15 Able to write concise reports, support plans, annual reviews and keep up to date records.
- 5.16 A high level of written and oral communication skills.
- 5.17 Experienced in establishing effective working relationships at all levels and with external agencies
- 5.18 Ability to respond well to change, being positive and proactive – responding to changing needs of students

- 5.19 Able to work under pressure and meet deadlines
- 5.20 Able to direct and lead others
- 5.21 Able to establish good working relationships with others, including colleagues at all levels, students and parents/carers.
- 5.22 Proven organisation skills including an ability to work to deadlines and to use a range of software packages.

Other

- 5.23 An understanding of and commitment to Equality and Diversity and Safeguarding and practical ideas for their implementation in this post