

## **JOB DESCRIPTION**

**JOB TITLE:**

Speech & Language Therapist

**HOURS:**

30 hours per week, 40 weeks per year

**SALARY:**

Support Scale SO1 £33,391 - £35,430 inclusive of Outer London Weighting (£25,527 – 27,086 pro rata per annum)

**LOCATION:**

All sites

**Responsible to:** Inclusion Manager

**PURPOSE OF POST:**

As a **Speech and Language Therapist (SaLT)**, you will work within the Inclusion team, contributing to the planning, adaptation, monitoring, and reporting of students' access to and progress through their study programmes. You will be responsible for assessing needs within your scope of practice and contributing to the setting of specific learning targets for our young students.

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**Main Duties:**

1. Improve outcomes for young people by applying your expertise in speech and language therapy.
2. Design, assess and implement individual and group therapy programmes, tailored to the specific needs of each student.
3. Support and develop the delivery of speech and language therapy within the wider team.
4. Review and refine the college's universal speech and language therapy offer, ensuring consistency and quality.
5. Deliver services aligned with an inclusive approach, ensuring that all students receive appropriate support.
6. Use a wide range of speech and language therapy interventions for young people with autism, learning disabilities, and other special educational needs.
7. Provide advice and guidance on speech and language therapy needs at all three levels of support (universal, targeted, and personalised).

8. Work closely with students, teaching staff, parents, and external agencies to address communication, social, emotional, and learning-related challenges.
9. Contribute to service design, sharing insights and recommendations to improve service delivery.
10. Provide training and professional development for staff, parents, and external professionals on speech and language therapy strategies.
11. Ensure the successful implementation of Education, Health, and Care Plans (EHCPs), ensuring all outcomes are met.
12. Maintain awareness of challenges faced by students from diverse backgrounds, ensuring an inclusive and equitable approach to service delivery.
13. Communicate effectively, clearly, and with cultural sensitivity with students, staff, and families.
14. Apply problem-solving skills and collaborate with colleagues to generate solutions.
15. Motivate and engage students and staff through a variety of strategies and techniques.
16. Demonstrate integrity, sensitivity, and respect for young people in all interactions, maintaining a person-centred approach.
17. Be flexible and adaptable, responding to the demands of a busy and dynamic educational environment.
18. Foster a supportive and collaborative team environment, working across disciplines to achieve the best outcomes for students.
19. Demonstrate a continual commitment to safeguarding and promoting the welfare of young people in line with college policies.
20. Ensure individual SMART targets are set, monitored and reviewed with each student and relate to progress in all elements of the study programme.
21. Promote, encourage and facilitate wider learning opportunities which broaden learning and self-development.
22. Be responsible for your own caseload of students and work collaboratively across college to provide a consistently high level of support for all students.
23. Communicate effectively with curriculum staff to implement learning plans that meet the specific needs of individual learners to secure outstanding retention and achievement.
24. Ensure accurate record keeping, followed-up and maintained in line with college policies, safeguarding and data protection.
25. Develop and encourage an aspirational culture of achievement and success.
26. Support students' use of online resources including the student intranet (iLearn) and O365.
27. Be an active member of the Student Services Team
28. Keep own knowledge, skills and practice up to date by continually using and recording the use of a range of resources.
29. Apply new knowledge and skills to consolidate learning, improve own practice, and review the effectiveness of newly acquired skills.

## **General duties and responsibilities**

1. To provide a helpful, professional and flexible service to internal or external customers of the department or the College.
2. To act in accordance with college values and positively represent Barnet and Southgate College in all aspects of your work.
3. To operate in accordance with the College's policies and procedures.
4. To act in a safe manner which safeguards the health and safety of yourself and others.
5. To maintain up-to-date knowledge of developments and best practice in your area to provide sound professional advice to the staff.
6. To be aware of equality and diversity, the needs of customers and students and demonstrate these principles in all aspects of your work.
7. To be familiar with and comply with the College's safeguarding requirements which protect the welfare of children and vulnerable adults.
8. To participate in and take responsibility for your own learning and development.
9. To provide cover or support for other members of your team and undertake any other duties required by your line manager appropriate to your position within the organisation. This includes attending other Barnet and Southgate College campuses if required.

NOTE: Please be aware that the duties and responsibilities outlined above are not exhaustive, nor are they shown in the order of priority or frequency. They may be varied from time to time after consultation with the post holder. You may, from time to time, be required to work in the evenings or at the weekends.

## Person Specification

### Speech & Language therapist

CRITERIA	Essential	Desirable	Method of Assessment A – Application Form I – Interview T – Activity P - Presentation
<b>Qualifications</b>	Relevant Diploma/Degree		A
	GCSE Maths & English A-C or equivalent		A
<b>Experience</b>	Proven successful experience of supporting students in a similar role		A/I/P
	Experience of tracking young people/adults and supporting them to achieve positive outcomes		A/I
	Proven experience of assessing and identifying students' needs within the role's remit		A/I
	Experience of managing a caseload of students		A/I
	Strong experience in clinical reasoning and setting achievable, measurable goals.		A/I/T/P
	Proven experience in speech and language therapy, particularly for young people with autism and/or additional conditions.		A/I/T/P
<b>Skills</b>	IT literate with sound working knowledge of Microsoft Office packages and		A/P

CRITERIA	Essential	Desirable	Method of Assessment A – Application Form I – Interview T – Activity P - Presentation
	packages specific to role		
	Ability to collect and report data in a timely manner to allow qualitative and quantitative analysis of the quality of the service delivered		A
	Ability to demonstrate compassion and resilience		A/I
	Effective written and verbal communication skills at all levels		A/I/T/P
	Able to manage and prioritise own workload to ensure deadlines are met accurately		A/I
	Demonstrate creativity and flexibility in approach to supporting students		A/I
	Ability to make decisions and advocate on the student's behalf		A/I/T
<b>Knowledge</b>	Good knowledge of issues and barriers that young people face		A/I/T
	Knowledge of the latest research evidence and a commitment to applying this to improve student outcomes.		
	Demonstrate understanding of the support required at the correct level for the varying student needs		A/I/T/P

CRITERIA	Essential	Desirable	Method of Assessment A – Application Form I – Interview T – Activity P - Presentation
	Good knowledge of safeguarding concerns and processes to support		A/I/T/P
<b>Personal Attributes</b>	Evidence of commitment to own continuous professional development (please give information about your CPD during the past 2 years)		A
	Ability and willingness to travel and work at all main College campuses		A
	Demonstrate high levels of confidentiality		A/I