

## Job description for Band 5 Speech and Language Therapist

### About us – team NHFT

As a **health and wellbeing organisation** here at **team NHFT** we are dedicated to continually **innovate** and **strive to make a difference** to our community and those working for our Trust, we aim to serve the people of Northamptonshire and surrounding areas with **safe, quality care**. We deliver this from an understanding of our local healthcare needs, economy and the changing demands of our community.

**Our mission**, **making a difference for you, with you** was chosen by our staff and stakeholders. It means in everything we do and through every service we provide, we want to make a **positive difference in people's lives** – for **those we care for**, **those we work with** and **those who work with us**. **Everyone is part of our team.**

Our core strategy is to be an **employer of choice**, **a great place to work** and be known for a **diverse and inclusive culture** whose staff feel **valued**. We provide a range of NHS services including physical, mental health and specialty services provided in hospital settings and out in the community within schools, GP clinics and patients own homes.

Here at NHFT we pride ourselves on our 54321 roadmap, pictured here which encompasses our **PRIDE values**, **leadership behaviours**, **teams**, **enablers** and **our mission** all of which are driven by **our vision of 'being a leading provider of outstanding, compassionate care'**. We are extremely proud to say this has also been recognised by the Care Quality Commission (CQC) and our CQC rating of **Outstanding for team NHFT**.



## This role...

The Children's Speech and Language Therapy team provides a Speech and Language Therapy Service consistent with professional standards to children with communication difficulties and eating and drinking needs. This includes children with learning disabilities and/or complex needs in community clinics, pre-school settings and mainstream/special schools.

The Speech and Language Therapy Team offers a wide range of clinical assessments, providing interventions which are determined by specialist care pathways and offering direct support to children, young people, their families, education, health and social care colleagues. We are a countywide SLT service and the post holder will be required to work flexibly across the county as needed to meet service demands.

The post holder will work in partnership with others e.g. parents, carers, teachers, pre-school staff or school staff to ensure a positive outcome from children and young people with communication difficulties and eating and drinking needs.

The post holder will have responsibility for a defined caseload, with advice and supervision from senior colleagues. Formal supervision will take place at regular intervals.

The post holder will use evidence based and service user centered principles to assess, plan, implement and evaluate interventions. Written reports and advice will be provided in a timely manner to service users and relevant agencies.

The post holder will supervise the work of assistants and volunteers.

The post holder will participate with senior colleagues in the development, delivery and evaluation of training to a variety of audiences for example SLT and education colleagues and in a range of community settings.

The postholder will report in the first instance to their allocated Line manager.

Supervision and training will be provided to support personal and professional development.

## About you

| Behaviours and Values   | Knowledge and Experience   |
|---|--|
| <ul style="list-style-type: none"><li>• <i>Approachable and accessible to colleagues and across the organisation.</i></li><li>• <i>Ability to work in a flexible way and respond to change.</i></li><li>• <i>Ability to work in a fast paced and challenging environment.</i></li><li>• <i>Reliable and consistent in approach, demonstrating empathy and an open communication style with all team members, fostering this culture across the team.</i></li><li>• <i>Motivate and inspire the team on a daily basis</i></li><li>• <i>Engage and communicate effectively with service users, carers and other relevant key individuals.</i></li></ul> | <ul style="list-style-type: none"><li>• <i>Recognised Speech and Language Therapy Degree or equivalent qualification</i></li><li>• <i>Registered as Speech and Language Therapist with the Health Care Professions Council.</i></li><li>• <i>Member of the RCSLT</i></li><li>• <i>Valid UK driving licence, access to vehicle and able to drive to different locations within working hours is essential.</i></li><li>• <i>Documented evidence of Continuing Professional Development.</i></li><li>• <i>Devising/participation in training of others</i></li><li>• <i>Knowledge of a range of assessment and therapy approaches</i></li><li>• <i>Knowledge of record keeping and safeguarding principles</i></li></ul> |

### Skills and Abilities

- *Knowledge and application of SLT assessments and interventions relevant to client group.*
- *Ability to make clinical decisions following assessments including differential diagnosis.*
- *Excellent verbal and written communication skills.*
- *IT literate with ability to use electronic systems effectively*
- *Ability to manage and deliver projects related to job role*
- *Excellent interpersonal skills and the ability to utilize them to communicate effectively within a multi-disciplinary and team based working environment.*
- *Excellent time management and organizational skills*
- *Effective negotiation skills that demonstrate a flexible and client friendly approach.*
- *Take part in initiatives that set up monitor, review and implement changes to existing working practices and sustain improvements.*
- *Take initiative and work in a self-directed manner.*
- *Ability to motivate and develop staff.*
- *Ability to work independently and organise a varied caseload, meeting competing demands.*
- *Ability to occasionally deal with distressing or emotional circumstances such as when dealing with complex and sensitive matters including receiving and responding to complaints.*
- *Ability to work in a busy, sometimes pressurised environment, working flexibly, prioritizing and working to deadlines.*
- *Ability to reflect and critically appraise your own performance*
- *Ability to record activity data accurately and in line with NHFT practice*
- *Ability to maintain confidentiality*
- *Detailed knowledge of the principles of clinical governance and its application.*
- *Application of health, safety and risk management policies.*
- *Maintain RCSLT and HPC registration*
- *Keep updated on research and current practice*
- *Keep updated with National policies and strategies relevant to the broader children and young people's agenda*
- *Knowledge of Equality and diversity and data protection legislation*

## About the role – linking with our 4 Leadership Behaviours













### ENGAGING PEOPLE/WORKING TOGETHER

- *Work with a varied caseload within Children's Speech and Language Therapy Service. Using evidence based/service user centered principles to assess, plan, implement and evaluate interventions.*
- *Work with service users and their advocates to identify SLT targets as part of the overall care plan*
- *Use well developed clinical reasoning to plan and implement targets identified through the assessment process.*
- *Monitor, evaluate and modify intervention for service users in order to measure progress and ensure effectiveness.*
- *Identify and select, with the client and their carers, the most appropriate intervention options*
- *Share knowledge and experience within the team and with families and other professionals to promote learning opportunities for all*

### BEING AUTHENTIC

- *Communicate effectively with service users and their carers, team members, SLT colleagues and other agencies on a range of matters, managing barriers to effective communication.*
- *Promote awareness of the role of SLT, negotiating priorities where appropriate.*
- *Work and participate as a member of the multi-disciplinary, multi-agency team, discussions and decisions with regard to service users, actively engaging in the process of service user inclusion in planning and evaluating services.*
- *Use communication, reasoning and negotiation skills to establish a therapeutic relationship, managing barriers to communication.*
- *Ensure confidentiality is maintained at all times and information relating to service users and personnel is used only in connection with authorised duties.*
- *At all times ensure that one's own actions support and promote equality, diversity and the rights of patients, public and colleagues.*
- *Respect the individuality, values and cultural and religious diversity of service users and contribute to the provision of a service sensitive to these needs.*

## Benefits

| Salary   | Location of work    | Permanent/fixed term    |  |                |                  |                           |                  |                          |                  |   |
|---|--|--|--|----------------|------------------|---------------------------|------------------|--------------------------|------------------|---|
| <b>Band 5</b><br><br>You will be paid on the 27 <sup>th</sup> of each month. If this date falls at a weekend you will be paid on the Friday before this date.   | Must be able to travel independently to other bases in the Trust across Northamptonshire.  | <b>See Advert Details</b>  |  |                |                  |                           |                  |                          |                  |   |
| Hours/pattern of work    | Annual leave and bank holiday entitlement   | Pension entitlement   |  |                |                  |                           |                  |                          |                  |   |
| 37½ hours per week, worked as 7.5 hours per day<br>Monday - Friday  | <table><tr><td>Length of service</td><td></td></tr><tr><td>On appointment</td><td>27 days + 8 days</td></tr><tr><td>After five years' service</td><td>29 days + 8 days</td></tr><tr><td>After ten years' service</td><td>33 days + 8 days</td></tr></table>                                | Length of service  |  | On appointment | 27 days + 8 days | After five years' service | 29 days + 8 days | After ten years' service | 33 days + 8 days | Details on the benefits of the NHS Pension Scheme can be found here:<br><br><a href="https://www.nhsbsa.nhs.uk/nhs-pensions">https://www.nhsbsa.nhs.uk/nhs-pensions</a> |
| Length of service   |  |  |  |                |                  |                           |                  |                          |                  |   |
| On appointment  | 27 days + 8 days   |  |  |                |                  |                           |                  |                          |                  |   |
| After five years' service   | 29 days + 8 days   |  |  |                |                  |                           |                  |                          |                  |   |
| After ten years' service  | 33 days + 8 days   |  |  |                |                  |                           |                  |                          |                  |   |
| Health and Wellbeing<br>Because your health matters too   | Learning and Development   | Equality and diversity   |  |                |                  |                           |                  |                          |                  |   |
| Our Occupational Health and Wellbeing team support our staff through many different channels. Whether you have a physical or emotional issue or want to take positive steps to improve your fitness, this team can help you.<br> | Our Learning and Development team provide effective and impactful learning solutions for our staff. Our experienced team of facilitators offer a wide range of opportunities from corporate induction, mandatory and role specific training, personal development and leadership training. | We are committed to ensuring people are treated equally and fairly whether at work, during care or out in the community. Equality, diversity and inclusion will always be a core focus and commitment for team NHFT. We have a number of staff networks to support this focus too. These networks are open to all our staff. |  |                |                  |                           |                  |                          |                  |   |

**Confidentiality and Data Protection**

Any matters of a confidential nature, including patient and staff records, and any commercially sensitive information must, under no circumstances, be divulged or passed on to any unauthorised person or persons without a legal basis to do so. In accordance with the Data Protection Act 2018, if you are required to access personal data held in any format, you will be expected to adhere to the Trusts Information Governance Policies, copies of which are held on the staff intranet.

Any breach of confidentiality or data protection legislation will result in disciplinary action and may result in summary dismissal.

**Infection Control**

The prevention and control of healthcare associated infections in service users, staff and visitors is taken seriously by the Trust. All staff employed by Northamptonshire Healthcare NHS Foundation Trust are required to adhere to the Trust infection control policies and procedures.

Employees must be aware of the importance of protecting themselves, service users and visitors and of maintaining a clean safe environment. Any breach in infection control practice, which places service users, other staff or visitor at risk, may result in disciplinary action. Each staff member is responsible for ensuring they identify together with their manager, their infection control training needs in their PDP.

**Health and Safety**

To carry out the duties placed on employees by the Health and Safety at Work Act 1974 i.e.

- I. To take reasonable care for the Health and Safety of themselves and of other persons who may be affected by their acts or omissions at work.
- II. To co-operate with their employer as far as is necessary to meet the requirements of the legislation.
- III. Not to intentionally or recklessly interfere with or misuse anything provided in the interest of health, safety or welfare in the pursuance of any relevant statutory provision.

**No Smoking**

In order to protect the health of employees, patients and visitors, Northamptonshire Healthcare NHS Foundation Trust operates a No Smoking Policy. Therefore smoking is prohibited in all of the Trust's buildings, grounds and all Trust-owned or leased vehicles.

### **Equality and Diversity**

To ensure that all duties are carried out to the highest possible standard, and in accordance with current quality initiatives within the area of work and the Trust Managing Diversity and Equal Opportunities in Employment Policy.

### **Risk Management**

To have a commitment to identify and minimising risk, report all incidents and report to manager any risks, which need to be assessed.

### **Safeguarding Adults and Children**

It is the duty of all staff working for the Trust;

- To recognise that promoting the welfare and safeguarding children, young people and adults is everyone's business and access training and supervision as appropriate to the role.
- To support the organisation in ensuring service users are protected from abuse or the risk of abuse and their human rights are respected and upheld.
- To ensure concerns are responded to appropriately in line with the Trust's Safeguarding Adults Policy and the Child Protection Policy and interagency safeguarding procedures.
- To comply with recruitment and other checks as requested by the organisation including undertaking an Enhanced Disclosure via the Criminal Records Bureau.

### **Professional Registration**

All qualified/ professional staff are required to adhere to the relevant Code of Practice (and other guidance issued by them). It is the responsibility of the individual concerned to keep professional registered and updated in accordance with the requirements of the relevant Code of Practice and to follow guidance issues by the professional body.

### **Policies and Procedures**

The post holder is expected to comply with all relevant Trust policies, procedures and guidelines. Any contravention of the Trust Policies or managerial instructions may result in disciplinary action being initiated.



**Review of Job Description/ Person Specification**

This is not an exhaustive list of duties and responsibilities, but indicates the key responsibilities of the post. The post holder may be required to undertake other duties as may reasonably be required commensurate with the grade and/ or hours of work at the postholder's initial place of work or at any other of the Trust's establishment.

**NOTE:** This is a description of the job as it is at present constituted. It is the practice of this Trust regularly to examine employee's job descriptions and to up-date them to ensure that they relate to the job as then being performed, or to incorporate whatever changes are being proposed.