

POSITION DESCRIPTION

Directorate: Health and Community Services
Directorate

Division: Inclusion

Business Unit: Child Development Service

Position Title: Speech Pathologist

Position Number: P59363 & P59362

Classification: Health Professional Level 3
(HP3)

Location: 26 Weingarth Street, Holder

Last Reviewed: February 2026

DIRECTORATE OVERVIEW

The Health and Community Services Directorate (HCSD) delivers a broad range of health and human services to support the wellbeing of the ACT Community and ensures our public health system meets the community's needs, now and into the future. HCSD provides strategic leadership on policy and population health direction for the ACT health system, ensuring services are innovative, effective, and responsive to community needs.

Alongside health strategy, HCSD is responsible for a range of human services including multicultural affairs, services for older people, housing, women's initiatives, family and domestic violence and homelessness services, and support for children, youth, and families. The Directorate also leads community disaster recovery and Aboriginal and Torres Strait Islander engagement.

HCSD is an inclusive employer where all people are respected and valued for their contribution. We strongly encourage and welcome applications from Aboriginal and/or Torres Strait Islander people, People with Disability, people from culturally and linguistically diverse backgrounds, veterans, mature age workers and lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ) people.

DIVISION OVERVIEW

Inclusion division comprises five branches/teams and works to strengthen community connections and participation opportunities for all Canberrans, including those from culturally diverse backgrounds; people with disability; young people; women; seniors; and veterans. The division facilitates engagement between the community and government, including in the social recovery space, and enhances the capacity of the community sector through a variety of support and development activities.

The division is also responsible for early support and intervention of children and their families including through case management, referral and assessment for children who may be experiencing concerns with development or who may need targeted services due to other vulnerabilities. The division provides the Territory's publicly funded Autism Spectrum Disorder Assessment Service, as well as the Child and Young Person Equipment Loan Scheme.

The division fosters an inclusive culture through its grants programs and recognises the contributions of the ACT community through events, awards, ceremonies and communications campaigns. Its core responsibilities includes program evaluation and design; program delivery; service delivery; grants, awards and events; delivery and monitoring of action plans; Ministerial advisory committees and councils; sector communications and engagement; early intervention and support for children and families; and autism spectrum disorder assessments.

BUSINESS UNIT OVERVIEW

The Support Services for Children branch provides early intervention and prevention services for children, young people and their families, and services to children with developmental delays. The branch manages the three Child and Family Centres (CFCs) and the Child Development Service. Child and Family Centres provide a range of universal and targeted services based on the needs of children and their families. The Child Development Service provides assessment, referral, information and linkages for children 0-6 years where there are concerns relating to their development. It assists families with concerns about a child developing skills slower than peers in areas such as speech and language, movement, hand skills, self-care, and social development. The service provides autism spectrum disorder assessment for children aged up to 12 years.

Support Services for Children is committed to protecting and promoting the rights, safety and wellbeing of children and young people.

As part of our commitment to being a child safe organisation, we actively engage with and value children and young people to create environments where their rights, safety, and wellbeing are at the centre of our values and actions. We genuinely promote the cultural safety and inclusion of all children and young people, including by respecting and valuing the diverse and unique identities and experiences of Aboriginal and Torres Strait Islander children and young people.

We strive to create conditions that reduce barriers for children, young people, and families with diverse needs, reduce the likelihood of discrimination, increase the likelihood risks to children and young people will be identified; and ensure concerns, allegations and disclosures are responded to and reported promptly. We take a zero-tolerance approach to discrimination, child abuse, and any actions that contravene the human rights of children and young people.

POSITION OVERVIEW

HEALTH PROFESSIONAL LEVEL 3

At this level, staff will perform as part of an organisational unit, general professional work or professional work of a specialised nature and accept technical responsibility and accountability for these tasks. In addition to normal professional work, staff may also be expected to perform difficult or novel, complex or critical professional work under professional supervision or normal professional work where they are isolated from immediate professional supervision.

Health Professionals at this level are expected to exercise independent professional judgement required in solving problems and managing cases where principles, procedures, techniques and methods require expansion, adaptation or modification.

WHAT YOU WILL DO

In this role you will provide speech therapy services within a community-based, multidisciplinary team in the Child Development Service.

- Screen and/or assess children to identify those at risk of developmental delay.
- Provide interventions to address developmental delays and support children's movement through the service system.
- Participate in projects aimed at improving service delivery within the Child Development Service.
- Develop, maintain and extend clinical skills to ensure early intervention services for children at risk of developmental delay are delivered within a best practice framework.
- May include professional supervision of HP Level 1 and 2 staff, allied health assistants and undergraduates.
- May be required to coach/direct HP Level 1 and 2 staff and/or allied health assistants with respect to the professional work performed by the organisational unit.

WHAT YOU REQUIRE

The following capabilities form the criteria are required to perform the duties and responsibilities of the position. Please write these criteria in your application.

Professional / Technical Skills and Knowledge

1. Demonstrated experience providing a range of person/family focused speech therapy services for young children and their families and managing a clinical caseload.
2. Commitment to working effectively as part of a multidisciplinary team.
3. Proven experience in the planning and delivery of services and programs that integrate evidence into clinical practice, and the ability to evaluate outcomes for these.
4. Demonstrated ability to use initiative to work through challenges and achieve outcomes.
5. Demonstrated experience supporting and supervising staff including students, Health Professionals Level 1 and 2, and/or Allied Health Assistants.

Behavioural Capabilities

6. Demonstrates effective oral and written communication and interpersonal skills when working with children and families, team members, and other professionals, and the ability to sensitively liaise with a broad range of people including people from different cultural backgrounds.
7. Demonstrates an understanding of, and adherence to, ACT Government Respect, Equity and Diversity Framework, ACT Public Service Code of Conduct, Values and Signature Behaviours, and the Directorate's Work Health and Safety Framework

Compliance Requirements / Qualifications

Essential qualifications and experience

1. Tertiary qualifications in Speech Pathology
2. Eligibility for membership of Speech Pathology Australia
3. At least 3 years recent practice experience working with children and their carers and families as a speech pathologist
4. Current Australian Driver's license Class C is essential
5. This position does require a Working with Vulnerable People Check
6. As this role is likely to work with Aboriginal and Torres Strait Islander families and young people, cultural awareness, the capacity to work with Aboriginal and Torres Strait Islander people is highly desirable.

WORK ENVIRONMENT DESCRIPTION

The following work environment description outlines the inherent requirements of the role of Speech Pathologist (position number P59363 & P59362) and indicates how frequently each of these requirements would be performed. Please note ACTPS is committed to providing reasonable adjustment and ensuring all individuals have equal opportunities in the workplace.

ADMINISTRATIVE	FREQUENCY
Telephone use	Frequently
General computer use	Frequently
Extensive keying/data entry	Occasionally
Graphical/analytical based	Never
Sitting at a desk	Occasionally
Standing for long periods	Occasionally
Designated workstation	Frequently

STANDARD HOURS	FREQUENCY
Flexible working hours (access to flex time)	Frequently
Fixed or specified start/finish times	Frequently
Expected to work extensive hours over a significant period due to the nature of the duties	Never
Access to Accrued Days Off (ADO's)	Never
Peaks and troughs	Never
Frequent overtime	Never
Rostered shift work	Never

SOCIAL DEMANDS	FREQUENCY
Work with others towards shared goals in a team environment	Frequently
Work in isolation from other staff (remote supervision)	Occasionally
Working in a call centre environment	Never
Working directly with the public	Frequently

PHYSICAL DEMANDS	FREQUENCY
Distance walking (large buildings or inter-building transit)	Occasionally
Working outdoors	Occasionally

MANUAL HANDLING	FREQUENCY
Lifting 0 – 5kg	Frequently
Lifting 5 – 10kg	Occasionally
Lifting 10kg+	Never

Climbing	Never
Reaching	Occasionally
Bending/squatting	Occasionally
Push/pull	Occasionally
Sequential repetitive movements in a short amount of time	Never

TRAVEL	FREQUENCY
Frequent travel – multiple work sites	Occasionally
Frequent travel – driving	Occasionally
Frequent travel – interstate	Never

SPECIFIC HAZARDS	FREQUENCY
Working at heights	Never
Exposure to extreme temperatures	Never
Operation of heavy machinery e.g. forklift	Never
Confined spaces	Never
Excessive noise	Never
Low lighting	Never
Handling of dangerous goods/equipment	Never
Working with asbestos	Never
Potential to encounter agitated customers	Occasionally
Exposure to potentially distressing case material	Occasionally

OTHER	FREQUENCY
Uniform required	Never
Personal Protective Equipment (PPE) required	Occasionally