

Position Description | Te whakaturanga ō mahi

Health New Zealand | Te Whatu Ora

This position description is intended as an insight to the main tasks and responsibilities required in the role and is not intended to be exhaustive. It may be subject to change, in consultation with the job holder.

Title	Speech Language Therapist
Reports to	Clinical Manager Speech Language Therapy (SLT) Burwood Hospital
Location	Christchurch
Department	Speech Language Therapy
Date	17-08-2026
Salary band (indicative)ⁱ	PSA Allied & Public Tech Health Clinical Degree: Step 1 to Step 9 – Core Salary Scale
Children's Worker roleⁱⁱ	Yes

Better Health, Better Care, Every Day.

Health New Zealand | Te Whatu Ora is committed to providing high-quality healthcare for all New Zealanders. We are focused on improving access to care, delivering better health outcomes, achieving national health targets, and ensuring the long-term sustainability of our health system.

We know that great healthcare starts with great people. That's why we are committed to building a high-performing, inclusive workplace where our people are supported to grow, contribute, and make a real difference for patients, whānau, and communities across Aotearoa.

About the role

The primary purpose of the role is to:

To contribute to, and provide an efficient and effective speech-language therapy service, which meets the needs of clients referred within Te Whatu Ora Health NZ Waitaha Canterbury.

Key Result Area	Expected Outcomes / Performance Indicators
Providing speech-language therapy services to clients of designated clinical areas, to meet service objectives and needs.	- Referral/Screening - Allocated clients requiring speech-language therapy and their referring sources are informed of planned intervention according to speech-language therapy protocols and professional standards. To receive referrals from other areas as requested by the Clinical Manager, Speech Language Therapy. - Assessment - Appropriate assessments are selected, and assessment procedures implemented according to speech-language therapy protocols and professional standards.

	○ As necessary, conduct videofluoroscopic studies, whilst ensuring appropriate liaison between the referring agencies and Radiology Services. • Planning/Goal Setting ○ In consultation with clients, family and multi-disciplinary team, treatment is targeted to meet problems identified in assessment. • Treatment ○ Appropriate intervention is given to facilitate the restoration of optimal functional performance within the agreed time frame and in accordance with speech-language therapy protocols. • Discharge ○ Clients are discharged from the SLT service in a timely manner and referred on appropriately • Education/Consultancy ○ Appropriate information is clearly disseminated to clients. Carers, colleagues and members of the multidisciplinary team to facilitate clients' ongoing rehabilitation. • Clinical Records ○ Legible, accurate, concise and current records are maintained detailing patient history, assessment findings, treatment plans and progress in accordance with speech-language therapy protocols. ○ Ensure the maintenance of confidentiality of patient records in accordance with the privacy code. • Communication ○ Ensure ongoing and effective communication with clients and their families/carers, referral source and multi-disciplinary teams, as appropriate.
Assisting in the process of education about speech-language therapy to others, as required.	• To contribute to in-service education programmes. • Assist in the training of students of other disciplines, the multidisciplinary team and community education, as appropriate.
Administrative duties linked to the clinical area.	• Collection and submission of statistical records regarding caseload and time management, as required. • Complies with Speech-Language Therapy policies, procedures and protocols.
Assisting with and participating in the general activities of the Speech-Language Therapy Department, including quality planning, professional	• To attend and actively participate in staff meetings. • To contribute to staff projects developing the service. • Assist in reviewing the quality of service provided and utilization of appropriate resources, as appropriate. • Participation in Allied Health, Departmental and Te Whatu Ora Health NZ Waitaha Canterbury Quality projects, as appropriate.

and service development within the service.	
Developing and maintaining his/her own levels of skill and effectiveness.	• Demonstrate on-going professional development including the use of professional research/literature to maintain best practice. • Participate in education/in-service training sessions within the Te Whatu Ora Health NZ Waitaha Canterbury SLT Service. • To attend relevant professional courses and programmes following prior approval of the Clinical Manager. • To undertake peer review/supervision. • Participate in annual performance appraisal which includes: ○ Objectives/goals agreed. ○ Measurable outcomes set.
Communication of accurate and timely information to the Clinical Manager as required.	• To ensure the Clinical Manager is provided with ad hoc reports as required. • To ensure the Clinical Manager is kept informed of current operational issues.
Undertake other duties as reasonably requested by the Clinical Manager from time to time.	• To work in one or more locations as required by the Clinical Manager. To ensure that all duties required to be performed in the best interests of Te Whatu Ora Health NZ Waitaha Canterbury are done so in a competent and effective manner.
Supervise and assess student's clinical work by providing students with learning opportunities and learning that is directed at an appropriate level.	• Participation in Field Supervisor training • Evidence of effective student supervision and assessment in compliance with standards/requirements of the relevant training provider.
Participate in and promote evidence based research within the clinical setting.	• Participation in research programmes/projects within the CDHB, as appropriate. • Contributing to inservices and feedback on research data to colleagues. • Linking with equivalent colleagues nationally to share research data. • Linking with the University of Canterbury, University of Auckland and Massey University, as appropriate.

Key Result Area	Expected Outcomes / Performance Indicators
Access and Outcomes	• Supports efforts to improve access to services and achieve better outcomes for the communities we serve. • Uses evidence and insights to identify barriers and opportunities for improvement. • Contributes to inclusive, responsive, and effective service delivery.
Te Tiriti o Waitangi	• Demonstrates a commitment to understanding and applying Te Tiriti o Waitangi in a practical and appropriate way. • Supports initiatives that improve outcomes for Māori and strengthen relationships with Māori partners and stakeholders. • Contributes to an inclusive workplace that values diversity and supports the attraction, development and retention of Māori employees.
Health & safety	• Exercises leadership and due diligence in Health and Safety matters and ensures the successful implementation of Health and Safety strategy and initiatives. • Takes all reasonably practicable steps to eliminate and mitigate risks and hazards in the workplace that could cause harm, placing employee, contractor and others' health, safety, and wellbeing centrally, alongside high-quality patient outcomes. • Leads, champions, and promotes continual improvement in health and wellbeing to create a healthy and safe culture.
Compliance and Risk	• Takes responsibility to ensure appropriate risk reporting, management and mitigation activities are in place. • Ensures compliance with all relevant statutory, safety and regulatory requirements applicable to the Business Unit. • Understands, and operates within, the financial & operational delegations of their role, ensuring peers and team members are also similarly aware.

Matters which must be referred to your manager

- Employees are expected to escalate matters early to ensure patient safety, service, continuity and compliance with organisational and legislative requirements.
- Expenditure
- Security breaches and quality standards failures
- Any actions that may lead to any discontinuity of service that may be provided
- Any matters, which are not clearly identified or do not comply with Te Whatu Ora Health NZ Waitaha Canterbury's adopted policies and procedures

Relationships

External	Internal
• Patients/clients & their whanau/family/carers • ACC • Department of Social Welfare and other funding agencies • Community Agencies: Primary Health	• Referred patients/clients and their whanau/family/carers • Clinical Manager SLT • Medical Staff • Nursing Staff • Allied Health Professionals (including Physiotherapists,

• New Zealand Speech-Language Therapists' Association (NZSTA) • University of Canterbury, University of Auckland, Massey University & Student SLTs • Community Support Groups • Rehabilitation equipment suppliers	Occupational Therapists, Social Workers, Dietitians and Pharmacy) • Speech-Language Therapy Department Staff • Speech-Language Therapy Services across Te Whatu Ora Health NZ Waitaha Canterbury • Clerical Support Staff • Other Te Whatu Ora Health NZ Waitaha Canterbury clinical and support staff
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About you – to succeed in this role

You will have

Essential:

- Eligible to become an NZSTA member
- Bachelor of Speech and Language Therapy or recognised equivalent
- Be client focused and committed to providing a high quality service
- Some experience in working with communication and swallowing disorders within a hospital environment.
- Competence in completing and interpreting Videofluoroscopic swallow studies.

Desired:

- If not trained since 2004, completion of post graduate dysphagia course (University of Canterbury) or similar
- Broad clinical knowledge and experience working in a rehabilitation hospital setting with people with communication and/or swallowing disorders.
- Experience in working in other clinical settings such as acute or community.
- Tracheostomy clinical skills
- Have an understanding of the ICF and its impact on rehabilitation
- Knowledge of BISSKiT, EMST and FEES

You will be able to

Essential:

- Deliver results through effective planning, sound judgement, and personal accountability.
- Build trusted relationships and works collaboratively to achieve shared goals.
- Communicate clearly and adapts their approach to different audiences and situations.
- Demonstrate curiosity, adaptability, and a commitment to continuous improvement.
- Maintain high standards of professionalism, integrity, and ethical behaviour.

- Contribute to a positive, inclusive, and safe working environment.
- Take responsibility for their own development and supports the development of others where appropriate.
- To share the values that are important to Te Whatu Ora Health NZ Waitaha Canterbury (Care &
- Respect for others, Integrity in all we do and Responsibility for Outcomes) and to behave in a way
- that reflect these.
- Ability to “work together” in a truthful and helpful manner.
- Ability to “work smarter” by being innovative and proactive.
- Effective time management.
- Excellent communication skills (written and verbal).
- Commitment to self-development.
- Commitment to ongoing professional development.
- Commitment to quality improvement.
- Accepts responsibility and accountability for actions.
- Possess effective interpersonal skills.
- Ability to effectively work in a team (or interdisciplinary team) environment.
- Have the ability to prioritise and work to within time frames.
- Flexibility to work according to service delivery requirements.
- Be disciplined, self-motivated and maintain a positive approach to work.
- Initiative and ability to work under pressure/to manage stress.
- Ability to be flexible in an environment of change.
- Understanding and experience of working in an interdisciplinary team.
- A commitment to adopting and operating good employer policies and practices
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ⁱ Salary band reference is for internal benchmarking and role sizing purposes only. The salary band designation is not a term or condition of employment and may be changed by the HNZ. Changes to the salary band will not affect an employee's current salary or remuneration.

ⁱⁱ The Children's Act 2014 makes provisions for the protection of children and helping them thrive, achieve and belong. At Health New Zealand, we safety check every children's worker. The purpose of this safety check is to reduce the risk of harm to young people and is a legal requirement for those employed in work that involves contact with children and young people including face-to-face, over the phone, or email contact. It is part of our commitment to ensuring the wellbeing and safety of children and young people. Your continued employment with Health NZ is conditional on a satisfactory safety check.