



Childhood Development Initiative Ltd Recruitment Information Pack

The contents of this Information Pack relate to the recruitment of **Chit Chat Coordinator (Senior Speech and Language Therapist)**.

The closing date for applications is Monday 23rd February at 12pm.

About CDI:

CDI is funded under the Government's Area Based Childhood Programme (ABC), which builds on the learning from the Prevention and Early Intervention Programme (PEIP). The initiative aims to break the cycle of child poverty in areas where it is most deeply entrenched and to improve the outcomes for children and young people where these are currently significantly poorer than they are for children and young people living elsewhere in the Irish State.

Based in Tallaght and delivering nationally, CDI designs, delivers and evaluates a suite of programmes across a spectrum of local needs including language, literacy, health, early years, conflict management and community safety. All CDI programmes are evidence-informed and manualised and are delivered through existing structures and services.

CDI's overall objective is that every child in Ireland is thriving, healthy, happy, and free from poverty. CDI works in partnership, taking a strengths-based, family- and child-centred approach; using evidence, innovation, and prevention and early intervention approaches to underpin our work. In addition to the direct work to improve outcomes for children and families, CDI supports parents to enhance their confidence and skills to enable children to achieve their milestones, and delivers a range of capacity building measures for professionals.

About the Role:

Purpose of the Role:

To provide strategic and clinical leadership which results in the delivery of effective, efficient, quality assured and client centred Speech and Language Therapy Services within the Childhood Development Initiative (CDI), ECECs and designated primary schools.

The Chit Chat Coordinator will:

- Have responsibility for the planning, management and delivery of the Chit Chat Speech and Language Therapy services in the Childhood Development Initiative (CDI), in line with CDI policies and procedures, legislation and professional guidelines.
- Maintain and develop professional standards (including quality assurance standards and ethics), always guided by evidence-informed practice, practice-based evidence and relevant research both within and outside the profession.
- Govern and support a continuous quality driven service in line with patient safety and quality developments.

- Plan and deliver an effective resource management programme in conjunction with CDIs Programme and Quality Manager (PQM), supporting efficient use of staffing levels responding to changing demands.
- Establish and maintain liaison with all relevant agencies, and keep up to date with new developments, policies, skills, and technology to initiate and respond to changes in the work environment e.g., data analysis, clinical audit.
- Develop a shared sense of commitment and participation among staff in the planning and development of the service.
- Report on gaps and identified needs in service delivery to the PQM and HSE providing a focused approach to responding to same.
- Liaise with the clinical supervisor in relation to issues of complex patient care.
- Line manage and clinically supervise clinicians working within the Chit Chat programme (x2 part time Senior SLTs).
- Liaise with PQM in relation to programme budget, including the financial planning of the service.
- Ensure expenditure is controlled within budget and identify potential for efficiency saving through improved practices.
- Carry out all other duties appropriate to the post as may be assigned from time to time.

Note on caseload and line management:

- The Chit Chat Coordinator does not maintain a regular clinical case load
- The Chit Chat Coordinator currently line manages two senior SLTs

Qualifications & Experience:

Candidates for appointment must:

- Have a third level qualification (BSc. Or MSc.) in Speech and Language Therapy
- Be registered, or be eligible for registration, as a Speech and Language Therapist by the Speech and Language Therapists Registration Board at CORU (registration must be in place before taking up post and maintained annually while in post)
- Have three years of full-time post-qualification clinical experience, preferably working with children.

Required Skills/Competencies:

- ***Specialist knowledge, expertise and self-development***
 - Demonstrate clinical knowledge, clinical reasoning skills and evidence-based practice appropriate to carrying out the duties and responsibilities of the role in line with relevant legislation and standards.
 - Demonstrate an appropriate level of understanding of the Speech and Language Therapy process, the underpinning theory and its application to the role.
 - Demonstrate evidence of having applied / used appropriate assessment tools and treatments and a knowledge of the implications of outcomes for service users.
 - Demonstrate the knowledge, abilities and technical skills required to provide safe, efficient and effective service in the area of practice.
- ***Relationship building & interpersonal skills***
 - Promotes and engages in collaboration across functions.
 - Uses interpersonal skills to build positive and effective working relationships.
 - Possess excellent written and verbal communication skills.

- Demonstrates the ability to adapt communication style to a range of audiences.
- **Delivery of high-quality results**
 - Agrees targets, leads the delivery of services and ensures appropriate procedures are followed.
 - Demonstrates a commitment to and ability to lead on the delivery of a high-quality, person-centred service.
 - Engages with stakeholders on quality assurance, and ensures feedback is gathered and actioned.
 - Engages with appropriate reporting mechanisms for service delivery and ensures accuracy of reporting across reporting periods.
- **Leadership & management**
 - Demonstrates the ability to lead and manage oneself and others in a busy working environment.
 - Possess project management skills, the ability to set clear and realistic objectives, and effect change.
 - Demonstrates the ability to manage clinical responsibilities, while also managing programme delivery.
- **Data analysis & decision making**
 - Possesses knowledge and experience in data collection across a variety of methodologies.
 - Engages in data-based decision making and uses data to inform service delivery.
- **Full clean driver's licence and access to a car**
 - As this role requires travel within Tallaght and occasionally outside of Tallaght, a full, clean licence and access to a car is essential.

Terms and Conditions:

The following terms and conditions apply:

Employer: Childhood Development Initiative, Tallaght, Dublin 24.

Salary:

| Senior SLT | Point 1 | Point 2 | Point 3 | Point 4 | Point 5 | Point 6 | Point 7 | Point 8 | Point 9 |
|--|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Salary Scale effective from 01/11/2025 | 59,108 | 61,382 | 63,655 | 65,929 | 67,634 | 69,339 | 70,990 | 72,355 | 73,710 |

The point on the salary scale will be determined by reference to the applicant's skills, experience and qualifications.

Hours of Work: The post is a full-time position, 37.5 hours per week, Monday-Friday. Term-time options may be considered.

Annual Leave: 26 days plus public holidays.

Place of Work: You will normally be required to work across the CDI offices in Fettercairn (office base) and ECEC and school settings across Tallaght.

Character: Each candidate for and any person holding this role must be of good character. Garda Vetting will be required prior to commencement of the post.

Candidates must be eligible to work in Ireland.

The post holder is expected to maintain their CORU registration and will be supported to engage with relevant CPD opportunities while in post.

Benefits of Working with CDI

- Hybrid working, after successful completion of probation period
- Flexible start and finish times between 8am and 6pm
- Matched pension contribution by CDI, up to 5% of salary
- Dedicated personal CPD budget (2% of your salary) and support to maintain CORU registration
- Access to our Employee Assistance Programme
- Staff are supported by wellbeing initiatives facilitated by CDI's Wellbeing Working Group, and have access to a Social Club who organise events throughout the year
- Annual leave entitlement of 26 days plus public holidays
- Bike to Work scheme.

Application Process:

- Please submit your CV and Application Form to info@cdi.ie by **Monday 23rd February** at 12pm.
- CDI takes a competency-based approach to our recruitment processes and the interview will provide you with an opportunity to demonstrate your skills, knowledge and experience.

Shortlisting and Interviews:

- Shortlisting will take place on 25th February and interviews will be held week beginning 2nd March in the CDI offices, Fettercairn, Dublin 24.