|  |  |  |  |
| --- | --- | --- | --- |
| **Position Title** | **Audiologist**  | **Department** | **Audiology** |
| **Reports to**  | **Manager, Audiology** | **Effective date** | **February 2020** |
| **Responsible for** |  **N/A** | **Location** |  **Expression Australia Audiology Clinics**  |

|  |  |
| --- | --- |
| **Organisation Overview** | Expression Australia’s aims to give all people who are Deaf and Hard of Hearing every opportunity to connect with and contribute to society and develop in all aspects of life, in their language of choice. In addition, we are an inclusive organisation with an aim to be an employer of an equal number of Deaf and Hard of Hearing people.Established in 1884, we strive to provide transformational services and support for our community to be able to participate across all areas of life, by optimising new technologies, addressing inequity and driving social change. |

|  |  |
| --- | --- |
| **Role Overview** | The Audiologist provides effective and efficient delivery of the Expression Audiology model of clinical care. This includes audiological assessment, hearing aid fitting, aural rehabilitation, tinnitus consultations and the provision of information, assistive technology and related services to individuals in the hard of hearing and Deaf communities. |

|  |
| --- |
| **Job Specific Responsibilities***Key performance indicators will be clearly defined through the performance planning process.* |
| **Contribute to the achievement of Expression Australia’s strategic objectives** | * Advance Expression Australia strategic plan and its vision through executing the organisation’s strategic priorities.
* Model behaviours that are consistent with the mission and beliefs of the strategic plan.

Model behaviours that reflect our values |
| **OHS & Quality Compliance** | * Take reasonable care for their own health and safety, and health and safety of others
* Adhere to OHS guidelines
* Adhere and work to the organisation’s Quality framework
 |
| **Client Case Management**  | * Capture client’s clinical history and communication goals effectively
* Undertake accurate, thorough, and relevant Audiological Assessments of clients
* Provide accurate and relevant information to clients through various communications.
* Assist clients to make informed choices regarding their hearing solutions.
* Efficiently document client progress and store relevant and necessary documents on client files.
* Remain highly compliant to the National Disability Insurance Scheme and Hearing Services Program
* Evaluate and fit Hearing Aids and other devices effectively
* Ensure report and records writing is relevant and timely
* Follow up and ensure the ongoing management of the clients journey with Expression Australia
* Participating in clinical work associated with services to visiting sites and conducting home visits
 |
| **Contribute to Expression Audiology’s objectives by maximising opportunities in our clinical practice** | * Ensure a high conversion rate for clients eligible for hearing aid or device fittings.
* Adopt and implement knowledge and awareness of business-related activity
* Ensure effective fitting and recommendation of hearing aids to ensure minimal returns.
* Clients (new and return) are informed and assisted to use devices beyond the hearing aids e.g. apps, Assistive technology
* Claiming through HSP is accurate, properly documented and maximized
* NDIS assessments, recommendations and actions are timely, accurate and profitable.
* Community engagement through information provision such as at events, advertisement and responding to enquiries to engage the client.
* Contribution to marketing activities for new and return clients (e.g. Recalls, product events)
 |

|  |
| --- |
| **Values** |
| **Respectful** | Behaving ethically appropriate, respectful of culture, history and community and providing person centered services to clients and others | **Diversity** | Showing respect for diverse backgrounds and experiences |
| **Adaptive/Resilience** | Demonstrating and developing individual coping strategies | **Progressive** | Innovating and looking at ways to improve the lives of our clients and communities |
| **Inclusive** | Working effectively and engaging with others to achieve a common goal |  |  |

|  |
| --- |
| **Knowledge, Skills & Experience** |
| **Essential*** Demonstrated experience in providing quality Audiological services to clients.
* Knowledge and experience in current hearing aid fitting procedures and software.
* Demonstrated understanding and experience of providing client-centred care and information counselling to clients.
* Knowledge and ability to demonstrate and recommend Assistive Devices including to Deaf clients.
* Willingness to contribute to marketing activities for new and return clients (such as promoting Expression Audiology to referrers, and calling clients)
* Organisational and time-management skills for working independently.
* Demonstrated commitment to professional development and learning.
* Auslan proficiency or willingness to undertake Auslan training and usage.
* Proven problem solving skills and ability to work autonomously
 |

|  |
| --- |
| **Education / Qualifications / Certifications/ Memberships** |
| * Postgraduate qualifications in Audiology.
* Full Membership of Audiology Australia with Certificate of Clinical Practice, eligibility for Qualified Practitioner status with Office of Hearing Services and Worksafe.
* Drivers Licence
 |

|  |
| --- |
| **Travel Requirements** |
| * Travel to and work autonomously at visiting sites, home visits and Expression Audiology clinic locations.
 |

|  |
| --- |
| **I acknowledge that I have read, understood and accept the duties, responsibilities and obligations of the above position description. I understand that this position description is a guide and reasonable additional duties may be requested of me during the course of my employment. This position description will be reviewed annually to maintain its relevancy and meets organisational objectives.** |
| **Employee signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |