

General

What is the day to day of the role?

Strand 1 Special Schools

- You will be assigned to an initial allocation of one or more special schools.
- The majority of your day-to day work will be in the school/schools to which you are assigned.
- You will be assigned to a base NCSE office where you can complete administrative tasks/develop resources/link with colleagues or other NCSE team members as required.
- When you are not in the school, you may work from your base or home office.
- You will manage your own timetable and work with school.
- Professional development (supervision, peer mentoring, journal club, CPD) and service development (team meetings, working groups, resource development) also form part of your work.

Job Location(s):

- You will be offered a role based on a NCSE base office location. You will be advised of your initial school assignment when you commence in your role.
- You will be assigned an office base. This base will be no further then 45 kms from your school location.
- This link shows all the Special Schools in Ireland that the NCSE ETS will be supporting:
[Special Schools | NCSE School Information Map Application](#)

Travel commitments:

- Strand 1 therapists operate a blended model of working as the role involves working in schools, and the admin, preparation, and meetings required for this work.
- Travel commitments during the school year will involve travel to, from and between your home/office base and the school(s) to which you are assigned, as well as travel to meetings or other locations as required.
- Any work not directly happening in schools may take place either at the therapist's home, in their base office or in a central office location to support attendance from therapists located across geographical areas. On occasions, meetings may take place in other external locations e.g. meetings with other stakeholders, NCSE meetings etc.
- Communication systems such as MS Teams is in use at present by the NCSE to complete remote working calls and meetings.

Hours of work

- The official business hours of the NCSE are 9:12a.m to 5:30p.m (Mon to Thurs) and 9:12a.m to 5:15p.m (Fri) with 1:15 min for lunch. This equates to 35 hours net/week.

- NCSE Therapy Management are focused on delivering a responsive and flexible service to schools, whose predominant hours of work are between 8/8.30 a.m and 4/4.30 p.m. Therapists can align their weekly hours of work with the schedule of schools. Therapists share their Outlook calendar to indicate that the weekly hours are complete.
- However, NCSE Therapists are required to be available for work during the official NCSE business hours where the programme of work dictates e.g. a therapy meeting that runs until 5:15p.m.

Blended working

- Blended working is permitted in NCSE Therapy subject to business needs. **The priority during the academic year is for ETS therapists to be present in assigned schools.** All NCSE Therapy staff should be available to attend essential meetings during the working week where required, you may attend these at home or in your base office.

Periods of School Closures

- As full-time employees, ETS therapists continue to work throughout school closure periods and do not follow the school holiday schedule. During school closures, therapists may be providing therapeutic support to school. Crucial service development work also takes place during the holiday periods.

Supervision and Professional Development

Supervision:

- The NCSE operates a robust supervision structure that involves 1:1 supervision alongside group supervision/peer mentoring with work or clinical area discussions.
- Senior therapists are supervised by the SLT manager, and staff grade therapists are supervised by senior therapists.
- Supervision is undertaken using a solution-focussed approach and aligns with CORU and IASLT standards and codes of practice for SLT.
- The frequency of supervision will depend on the supervisee's stage of development, level of experience or experience in their current work area. Time for supervision is protected in the work schedule and takes place in a quiet, safe space where there are no interruptions.
- During a therapists' induction, and their initial months and probation period with the NCSE, supervision typically occurs more frequently taking place weekly/fortnightly, then moving to monthly. Supervision may then move from monthly to every 6 weeks, following agreement between supervisors and supervisees.

Professional Development

The NCSE supports therapists' professional development through ongoing scheduled practice development opportunities (discipline specific peer mentoring, interdisciplinary peer mentoring, journal club) and through formal CPD opportunities. This can be discussed with your manager as part of your induction.