



## Early Voices Transforming lives through communication Communication Leader Application Pack

The Communication Trust (TCT) are delivering Early Voices, a national professional development and training programme for Health Visitors to increase their knowledge in early speech, language and communication development in order to achieve higher impact with the families that they work with. The Early Voices programme seeks to recruit Health Visitors to take on the role of ‘Communication Leader’ in their locality.

### What does the Communication Leader role entail?

The Communication Leader role provides a unique opportunity to gain free professional development and training to increase knowledge in speech, language and communication, as well as an opportunity to become a local leader and cascade knowledge to fellow early years practitioners.

Communication Leaders will receive:

- Free one day training from an experienced speech and language therapist
- A recognised and accredited qualification via a fully funded place on a Level 3 Award via Platform 3

Communication Leaders will then:

- Cascade learned knowledge to their early years network via two TCT designed sessions. The early years network could be made up of Health Visitors or other early years practitioners that you work with.
- Share TCT designed parent resources on supporting speech, language and communication with the parents that they work with.
- Support the overall programme evaluation.

### How much time will this take?

2018		2019									
Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct
TCT Training* and begin Level 3 award		Deliver 1 <sup>st</sup> cascade session			TCT will provide regular top tips on supporting communication to share with peers and parents.					Deliver 2 <sup>nd</sup> cascade session and complete Level 3 award	

\* TCT Training will run on 23rd November in Leeds and 12th December in London.





### **How can I convince my manager?**

As well as providing an opportunity to gain free professional development, we will also cover your travel expenses and provide some compensation (£100) to your manager for time taken out to attend training. To make things easier for you, we've also included a letter to help to explain the programme and enable your manager to commit their support of your participation.

### **How can I apply?**

- 1) Please read the selection criteria**
- 2) Share the letter for managers with your line manager**
- 3) Complete an application form and get a signed copy of the letter to your manager and submit to [enquiries@thecommunicationtrust.org.uk](mailto:enquiries@thecommunicationtrust.org.uk) by 23rd October**



## **Early Voices Communication Leader Selection Criteria**

These criteria are what The Communication Trust will use to allocate Communication Leader roles to applicants. They have been set with the aim of achieving the highest impact.

### **Length in practice**

2 years and over - this could include other relevant experience before taking on your Health Visitor role.

### **Area of need**

We will be prioritising areas of most need; this will be assessed by where your area sits within the indices of deprivation alongside how often you experience children with delayed speech, language and communication.

### **Availability to attend training**

TCT will be delivering training to Communication Leaders in Leeds on 21st November in London and 14th December in Leeds, 10-5. These are the only two training sessions that we are delivering for Communication Leaders, so you **must be able to attend one** of these sessions to participate.

### **Ability to take on leadership role and cascade knowledge**

Cascading knowledge learned on the programme is critical to broadening the reach of this programme. Please do reflect on the timeline and discuss your capacity to cascade training with your manager.

### **Commitment to the role**

The Communication Trust are delighted to receive funding to deliver this programme to Health Visitors. Each Communication Leader role costs approximately £1000. It is crucial that no place is wasted, so please read the details of the programme carefully before submitting your application.

**If you have any queries about any of these criteria, please do get in touch with TCT at [enquiries@thecommunicationtrust.org.uk](mailto:enquiries@thecommunicationtrust.org.uk) or alternatively give us a call on 02078432526.**



### Early Voices Communication Leader Application Form

Before you complete this application form, please review the **full** application pack. This includes details on the Early Voices programme & Communication Leader role (including criteria) and a letter to your manager. Please note that **both application form and letter from your manager** must be completed on submission by **23<sup>rd</sup> October**.

<b>Applicant Information</b>
Name:
E-mail Address:
Phone Number:
<b>Employment Information</b>
Employer:
Employer address:
Catchment areas:
<b>Role</b>
Are you a Health Visitor?
How long have you been a Health Visitor?
<b>Communication Leader Training</b>
Please tick which training session is most convenient for you to attend? <i>Attending this training is an essential requirement.</i>
23rd November, 10-5 Leeds <input type="checkbox"/>
12th December, 10-5 London <input type="checkbox"/>
<b>About you:</b>
Why have you applied for the Communication Leader role?
Why would your area benefit from additional speech, language and communication expertise?



The Communication Trust  
Every child understood

How often do you come across delayed speech, language and communication with the families that you work with?

Do you currently work as part of a team? *Please provide further information: how big is it?, what roles does it consist of?, how often do you meet? etc*

Will you be able to cascade knowledge via the following sessions to your team?

*Both sessions will be designed by TCT.*

Session 1 (2 hours) – January to March 2019

Session 2 (1 hour) – September - October 2019

Cascading learning to your early years network is crucial to this role, what do you think will be key to influencing your colleagues?

**Signatures**

I verify that the information provided in this form is correct.

Applicant Signature:

Applicant's Manager Signature:

Please return this form to The Communication Trust at [enquiries@thecommunicationtrust.org.uk](mailto:enquiries@thecommunicationtrust.org.uk) by 23rd October.