

ASD Reference Group Template – Database of Skills and Experience

Health and Social Care Integration Directorate
Adult Care and Support Division



We would like to develop a repository of skills / experience which ASD Reference Group members have, in order to ensure that these are adequately covered within the Group to finalise and take forward the Recommendations of the Autism Strategy. Please could you complete and return the short template below:

Charlene Tait

1. Academic background / Training

2010: The University of Strathclyde. MSc in Autism Spectrum Disorder

2006: The University of Strathclyde. Postgraduate Diploma in Autism Spectrum Disorder

2006: The University of Strathclyde. Postgraduate Certificate in Advanced Academic Studies

2002 University Of Birmingham (Distance Education)
BPhil in Special Education: Autism (Children)

1982 – 1985 Jordanhill College Of Education, Glasgow
Diploma in Youth and Community Education

2. Work Experience

Jan 2011- Present: Scottish Autism.

Post:

Director of Development. Remit includes responsibility for organisational knowledge management. Implementation and monitoring of quality assurance and risk management. External engagement relevant to the development and promotion of the organisation.

2004 – December 2010: The University of Strathclyde

Post:

Lecturer in the National Centre for Autism Studies (NCAS) within the School of Education.

Remit included the role of Course Director for postgraduate studies in autism. Responsibilities include: course management and development, financial and

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resource management, the leadership of a team of teaching associates, management of quality assurance systems and marketing and promotion of the courses offered. Negotiation of contracts with local authorities and other organisations to deliver award bearing courses and continuing professional development opportunities (CPD) for their staff.

Academic duties are wide ranging and include activities in a number of core areas; teaching, research, knowledge exchange and development of the profile and activities of NCAS.

1990 – 2004: The Scottish Society for Autism

I held a number of posts during my employment with The Scottish Society for Autism:

1990 – 1993: Assistant Principal for Day Services at Ridgepark House, Lanark. Responsible for the management of all aspects of day service delivery for 20 adults on the autism spectrum. This involved formulating and monitoring educational day programmes as well as addressing communication needs, behaviour support and all other aspects relevant to individual care and development.

1993 appointed as Children's Field worker.

This was a national remit that involved supporting families with a wide range of issues including managing their child's behaviour and advocating on their behalf with statutory agencies such as Education and Social Services.

1995: Community Support Service Manager:

Responsible for a small team with a national remit for family support.

Responsibilities included: formulation of grant submissions and negotiation of service level agreements with local authorities; leadership and management of staff based in Aberdeen, Inverness and Alloa; liaison with fundraising and marketing colleagues to develop project specific funding bids.

All aspects of this post involved a high level of engagement with external agencies such as local authorities and other voluntary organisations.

The remit also included management and development of The Centre for Education and Training in Autism (CETA). Responsibilities included planning the annual CETA programme and the national conference. Promotion and marketing of CETA and all other aspects of the service were also part of my remit.

1987 – 1990: Sense Scotland

Post: Initially employed in Overbridge Continuing Education Centre as a Social Tutor with responsibility for the care and support of 6 individuals all of whom had a dual sensory impairment.

In 1988 I was promoted to Depute Unit leader and consequently had responsibility for staff management and the wider development of the service.

1986 – 1987: Community Service Volunteers

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Role: Project Manager.

Responsible for clients who were young people on the government Youth Opportunities Programme. All clients had learning and or social and emotional difficulties. My remit was to support the young people through their period of time on the programme and where possible match them to work placements and support them with all related issues.

1985 – 1986: Scottish Industries Training Management Services

Post: Social Skills Tutor.

The service offered young people with a range of social, emotional, behavioural and learning difficulties the opportunity to access a residential course that offered a combination of outdoor activities and social skills training. I had to develop imaginative and innovative ways of engaging the young people and build their confidence in a very short time frame

3. Strengths

I have over 20 years experience of working with children, adults and families across the autism spectrum and across the lifespan. I have a practical, working knowledge of autism as well as academic knowledge and understanding of the condition.

Main strengths are:

- Practical and strategic experience
- Engagement with the autism community
- Translation of theory to practice
- Strategic, pragmatic thinker
- Commitment and tenacity

4. Skills

- **Strategic, organisational development**
- **Project management**
- **Evaluation and analysis of data**
- **Communication**