



Job Title: Speech Language Pathologist

Exemption Status/Test: Exempt

Reports to: Coordinator of Special Education

Date Revised: December 1, 2015

Dept. /School: Special Education

Primary Purpose:

The Speech Language Pathologist (SLP) under the supervision of the Principal and the Speech and Language Coordinator, plans and provides speech-language pathology services to students with articulation, voice, fluency or language disorders. Assesses students and provides therapeutic intervention to eliminate or reduce problems or impairments that interfere with their students' ability to benefit from the educational program.

Qualifications:

Education/Certification:

Master's degree in Speech/Language Pathology (preferred)
Texas Education Agency Speech Therapy Certification (will consider)
ASHA Certification of Clinical Competency
Texas Licensure as a Speech Pathologist

Major Responsibilities and Duties

Special Knowledge/Skills

1. Working knowledge of federal laws, state guidelines (TSHA) and local district policies
2. Knowledge of diagnostic procedures, instructional and behavioral modification and accommodations
3. Thorough knowledge of communication disorders including all areas of language, phonological processes, articulation, voice and fluency
4. Excellent oral and written communication skills

Assessment

5. Review each referral prior to evaluation to make sure the student records are complete, including parent permission. Request outside data as needed.
6. Select and administer assessments and observations to evaluate the speech and language functioning of students referred for a speech evaluation
7. Score and interpret appropriate evaluation instruments based on district guidelines and the specific needs of the students
8. Determine eligibility for students for speech/language therapy services
9. Complete Full and Individual Evaluation reports for students assessed for speech disorders
10. Develop IEPs for the students who have a speech impairment.
11. Participate in the ARD committee to assist with appropriate placement and development of the IEP for students according to district procedures
12. Adhere strictly to federal and state evaluation timelines for both initial evaluations and reevaluations and ARDs
13. Compile and maintain all physical and computerized reports, records and other documents required, including case records, test results, statistical data and test inventories
14. Comply with policies established by federal and state law, State Board of Education rule, and local board policy in the area of assessment
15. Participate in campus assessment team when needed

Instructional and Program Management

16. Develop and implement appropriate therapy goals and objectives
17. Conduct conferences with parents, students and teachers when needed to discuss concerns regarding the student's program or progress
18. Assess progress at appropriate intervals and adjust program to allow for optimum speech/language development
19. Work collaboratively with teachers to develop therapy schedules and provide ongoing support for students in the classroom
20. Keep accurate records of all contacts with parents and outside professionals
21. Maintain a file on each student
22. Keep principal informed of the communication (speech) program, schedule and individual student needs
23. View self as a vital member of the instructional team, working together with both general and special education staff

Communication/Collaborations

24. Consult with district personnel on appropriate instructional strategies, techniques and materials for students with speech disorders
25. Participate in monthly team meeting and other in-services related activities to explore ideas, view new materials/equipment and share and exchange information
26. Work collaboratively with general education and special education teachers to meet the needs and capabilities of each student assigned

Problem Solving and Decision

27. Exhibit initiative in finding and meeting needs and developing new ideas
28. Exhibit good judgement in interactions with all students
29. Identify problems and suggest solutions in a positive manner

Program Expertise

30. Remain abreast of trends and developments in evaluation and treatment of speech and language disorders
31. Abide by the Code of Ethics of ASHA
32. Take the initiative to develop professional skills appropriate to job assignment
33. Develop an itinerant schedule for providing speech services
34. Assume responsibilities for and maintain confidentiality relative to student record/data
35. Obtain and use evaluative findings, including student achievement data to examine program effectiveness and develop appropriate instructional strategies

Other Duties

36. Participate in team activities
37. Observe all district policies and procedures
38. Perform other duties and functions as required by the Director and/or Coordinator

Mental Demands/Physical Demands/Environmental Factors

Working Conditions: Travel within the district if assigned to more than one school; flexibility to respond to student needs; skills to cope with a variety of work environments; skills to cope with a variety of work environments; adaptability to change, capacity for positive response to situational factors/problems; initiative in developing solutions to needs/problems; managing multiple projects and task simultaneously; responding to high student demand and short timelines; exhibiting exemplary interpersonal communication; maintaining positive public relations

Tools/Equipment Used: Standard office equipment including personal computer and peripherals

Posture: Prolonged sitting; occasional bending/stooping, pushing/pulling, twisting

Motion: Repetitive hand motions, frequent keyboarding and use of mouse

Lifting: Occasional light lifting and carrying (under 50 pounds)

Environment: Some districtwide travel

Mental Demands: Work with frequent interruptions; maintain emotional control under stress

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsible and duties that may be assigned or skills that may be required.