



## **Speech-Language Pathologist**

### **Purpose Statement**

The job of Speech-Language Pathologist is done for the purpose/s of screening, identifying, assessing, diagnosing, referring, preventing, providing intervention for, and counseling persons with, or who are at risk for, articulation, fluency, voice, language, communication, and related disabilities in order to provide appropriate services; working to educate families and professionals about these communication disorders and effective management providing necessary training for those who assist the student at home and in the community.

This job reports to Building Principal and Associate Sped Director

### **Essential Functions**

- Assists personnel, speech-language Instructional Assistants, university practicum students, and speech-language pathologists in clinical fellowship year (CF) as assigned for the purpose of providing necessary professional support.
- Collaborates with special education teams for the purpose of conducting appropriate assessments, reviewing data, obtaining parental consents, and informing parents of procedural safeguards for students with disabilities.
- Disseminates information to parents for the purpose of parental awareness and participation.
- Documents student progress for the purpose of providing appropriate services and reporting to IEP team members including parents.
- Documents compliance in students' special education folders for the purpose of maintaining accurate and updated records.
- Evaluates using PCSD approved standardized assessments and dynamic assessment in both formal and informal procedures for the purpose of making decisions based on assessment.
- Identifies strengths/weaknesses in present level of the of the IEP for the purpose of improving educational performance.
- Identifies students who may have failed the screening and informs parents for the purpose of making a referral when appropriate.
- Implements BIPs for the purpose of using effective behavioral interventions.
- Maintains correct data and reports for the purpose of being compliant with Medicaid.
- Maintains and documents contacts with parents and students for the purpose of accurate record keeping.
- Monitors and complies with federal, state, and PCSD policies and procedures for the purpose of providing appropriate services.
- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.
- Schedules necessary meetings for the purpose of ensuring FAPE.

- Writes effective IEPs for the purpose of meeting the eligibility and compliance needs of students.

**Job Requirements: Minimum Qualifications**

**Skills, Knowledge and Abilities**

SKILLS are required to perform multiple, highly complex, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: applying assessment instruments; operating specialized equipment used in the treatment of communication disorders; operating standard office equipment including pertinent computer software; and preparing and maintaining accurate records.

KNOWLEDGE is required to perform algebra and/or geometry; review and interpret highly technical information, write technical materials, and/or speak persuasively to implement desired actions; and analyze situations to define issues and draw conclusions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: anatomy and physiology of speech and hearing mechanisms and disorders; principles and practices of speech and language therapy; and pertinent codes, policies, regulations and/or laws; assessment instruments and techniques; job-related codes/laws/rules/regulations/policies.

ABILITY is required to schedule activities, meetings, and/or events; gather, collate, and/or classify data; and use job-related equipment. Flexibility is required to independently work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using standardized methods. Ability is also required to work with a significant diversity of individuals and/or groups; work with data of widely varied types and/or purposes; and utilize job-related equipment. Independent problem solving is required to analyze issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is significant. Specific ability based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; utilizing specialized equipment in communication disorders; maintaining confidentiality; meeting deadlines and schedules; working as part of a team; working with detailed information/data; maintaining effective working relationships; and translating therapy data into meaningful educational activities; communicating with persons of diverse backgrounds.

**Responsibility**

Responsibilities include: working under limited supervision using standardized practices and/or methods; leading, guiding, and/or coordinating others; operating within a defined budget. Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to impact the organization's services.

**Work Environment**

The usual and customary methods of performing the job's functions require the following physical demands: some lifting, carrying, pushing, and/or pulling, some stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity. Generally the job requires 40% sitting, 20% walking, and 40% standing. The job is performed under conditions with exposure to risk of injury and/or illness.

**Experience:** Job related experience within a specialized field is required.

**Education:** Masters degree in job-related area.

**Equivalency:**

**Required Testing**

**Continuing Educ. / Training**

BA, BS degree in related area with increasing levels of job-related experience may substitute for MA Degree.  
Continuing Education Requirements  
Maintains Certificates and/or Licenses

**Certificates and Licenses**

Designated Subject Matter Endorsement

**Clearances**

Criminal Justice Fingerprint/Background Clearance

**FLSA Status**

Exempt

**Approval Date**

**Salary Grade**

