

Job Title:	SPEECH LANGUAGE PATHOLOGIST	Reports to:	Director of Special Education
FLSA status:	Exempt	Supervisor duties:	none
Classification:	Certified	Approved on:	09/01/2020
Position Summary:	This position goal is to improve a child's ability to communicate and understand language; help reduce/eliminate speech and language impairments that interfere with the individual student's ability to derive full benefit from the district's educational program.		

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Work with teachers, parents, administrators to identify children with potential communication disorders.
- Assess, test, and diagnose communication disorders in children.
- Ensure all testing information is in the MET document in IEPPRO and available to other team members 24 hours prior to a MET meeting.
- Submit finalized written reports and protocols within 10 working days of eligibility (MET) meeting.
- Document service provided for Medicaid billing and turn in MIPS monthly.
- Coach and support teachers with classroom management and new curriculum.
- Conducts and completes necessary speech/language screenings/ evaluations as requested by Child Study Teams.
- Participates in multidisciplinary team meetings to determine placement and write individual education plans (IEP).
- Implements a program of therapy for those students who are determined to qualify for services.
- Consults as needed with members of the educational team, such as parents, teachers, principals, related services personnel as to the child's progress.
- Completes census data forms as necessary to establish the incidence of speech language impaired students in the district.
- Compiles and maintains pertinent records as required by state and federal guidelines for each student identified as speech language impaired.
- Document service provided for Medicaid billing and turn in MIPS monthly.
- Other duties as assigned.

KNOWLEDGE, SKILLS & ABILITIES:

- Listen and communicate effectively in order to gather, convey or exchange information, including giving instructions, assignments or directions
- Ability to respond appropriately to inquiries or complaints
- Ability to read, comprehend, and prepare various kinds of communication and information including emails, correspondence, reports, articles, spreadsheets, staff development
- Methods and procedures for assessment and treatment of communication disorders (speech sound production and use, receptive and expressive language, fluency, voice, oral motor, etc.).
- State and federal laws and regulations regarding special education records, due process, service provision and speech language pathology.
- State laws and regulations governing the practice of speech-language pathology and local school district policies and procedures.
- React to change productively and handle other tasks as assigned.
- Communicate effectively and efficiently in a variety of settings, using appropriate terminology and by telephone and email
- Ability to use speech and language pathology equipment, materials, and procedures; normal speech, language, and hearing development
- Knowledge of language disorders and rehabilitation; articulation disorders and rehabilitation; acquired disorders and rehabilitation
- Knowledge of learning patterns in children; student behavior management techniques and strategies

- Knowledge of learning difficulties of children with special education needs
- Ability to hear, speak, read, record, and explain information, communication adequately
- Ability to maintain a collected behavior in stressful situations
- The ability to develop and maintain positive relationships with parents, students, and professional staff

QUALIFICATIONS & REQUIREMENTS:

Education & Experience:

- Master's Degree from an accredited college or university
- Current registration as a Speech Language Pathology (SLP)

Computer Proficiency: MS Office Suite, Google Suite

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand, walk, sit, and talk or hear. The employee is occasionally required to reach with hands and arms, and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

WORK ENVIRONMENT:

This position regularly works indoors. The noise level in the work environment is generally quiet to moderate and may become excessively noisy at times. Will have contact with employees, external agencies and the public.

Disclaimer: The duties and responsibilities identified in this position description are illustrative only and are in no way intended to be a complete list of activities that may be required of an incumbent. The information contained in this job description is for compliance with the American Disabilities Act (ADA) and is not an exhaustive list of duties performed for this position. Additional duties may be performed by the individual currently holding this position and additional duties may be assigned.