

Carroll Independent School District

Job Description

JOB TITLE: Speech-Language Pathologist

Pay Grade: 001

Employment Days: 187

Supervisor: Executive Director for Special Programs

Employment Status: Exempt

Department: Special Programs

JOB SUMMARY:

This position will aid in creating a learning environment that inspires success and responsibility and requires effective interfacing with all Carroll ISD personnel and community members. This position will plan and provide speech-language pathology services to students with speech, voice or language disorders.

QUALIFICATIONS:

- Effective interpersonal skills.
- Excellent oral and written communication skills.
- Master's degree in speech-language pathology from an accredited college or university.
- Valid Texas license as a speech-language pathologist granted by the State Board of Examiners for Speech-Language Pathology and Audiology (SBESLPA), or
- Bachelor's degree.
- Valid Texas Education Agency speech therapy certificate.
- Valid Texas license as a speech-language pathologist granted by the State Board of Examiners for Speech-Language Pathology and Audiology (SBESLPA).
- Ability to use the accepted tests and measurements to evaluate communication disorders and conditions.
- Knowledge of evaluation, habilitation and rehabilitation of speech-language disorders and conditions.
- Ability to instruct and manage student behavior.
- Excellent organizational, communication, and interpersonal skills.

MAJOR RESPONSIBILITIES:

- Plan and provide appropriate individual and group therapy to students consistent with speech and language goals contained in Individual Educations Plans (IEP).
- Evaluate student progress and determine readiness for termination for therapy services.
- Receive and coordinate the evaluation process of initial referrals, 3-yr, re-evaluation, and supplemental/transfer evaluations for students with speech or language disorders and conditions in compliance with state and local guidelines.
- Select and administer formal and informal evaluation/assessments to determine student eligibility for special education services according to federal and state regulations.
- Provide observations, screening and awareness of speech and language disorders to staff and parents.
- Collect and organize relevant evaluative/assessment data from student's cumulative folder, classroom teachers, principal, support staff, parents and outside resource people.

- Participate in the Admission, Review, and Dismissal (ARD)/Individual Education Program (IEP) Committee to assist in interpretation of assessment data, appropriate placement, and development of IEPs for students with communication disorders or conditions according to district procedures.
- Consult with parents, teachers, administrators, and other relevant individuals to enhance their work with students.
- Collaborate with classroom teachers to plan and implement classroom activities to improve communication skills of students.
- Provide staff development to assist school personnel in identification and understanding of students with communication disabilities.
- Communicate effectively with colleagues, students, and parents regarding the accomplishment of therapy goals and needs of the students.
- Provide speech therapy to speech and/or language disabled students in agreement with ARD/IEP.
- Maintain a therapy schedule in compliance with ARD committee recommendations and, upon notice, can be given to the Principals and /or Executive Director of Special Ed.
- Serve as the coordinator of the speech/language services for assigned schools of Carroll ISD.
- Develop and coordinate a continuing review of speech-language pathology services and make recommendations based on the findings.
- Demonstrate skills in management of work folders and state eligibility folders.
- Comply with policies established by federal and state laws, Commissioner Rules, local operational guidelines in the areas of assessment, planning and implementations of services.
- Maintain current licensure and certification by earning required Continuing Education Units.
- When necessary, direct and monitor the work of speech-language pathology assistant(s) or speech aide(s).
- Keep abreast of innovative practices.
- Be adaptable and flexible in acceptance of changes in techniques and procedures.
- Maintain a professional level of confidentiality regarding all district matters.
- Uphold and adhere to safety rules.
- Support the goals and objectives of the district and follow district policies.
- Perform other duties as assigned.
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EQUIPMENT USED:

Personal computer, telecommunication and other equipment such as LCD panel projections, overhead projectors, slide projectors, VCRs, tape recorders, calculators, fax machines and copiers.

MENTAL DEMANDS:

This individual should be a self-motivated starter; perform tasks with little or no supervision; maintain a proactive attitude when establishing relationships among district personnel; and maintain emotional control under stress.

PHYSICAL DEMANDS/ENVIRONMENTAL FACTORS:

This position will require approximately 25% walking; 50 % standing/sitting and 25% lifting; carrying up to 25 lbs; and stooping/bending.

THE REFERENCED STATEMENTS DESCRIBE THE GENERAL CHARACTERISTICS,
QUALIFICATIONS AND PERFORMANCE RESPONSIBILITIES OF THIS POSITION,
HOWEVER, ADDITIONAL REQUIREMENTS MAY BE STIPULATED DURING THE
TERM OF ASSIGNMENT.

REVIEWED BY : _____ DATE: _____
(Director of Personnel Services)

APPROVED BY: _____ DATE: _____
(Assistant Superintendent for Administrative Services)

Date Created: 7/2003	Date(s) Revised: 2/2011
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