

**SPEECH-LANGUAGE PATHOLOGIST ASSISTANT****Qualifications:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

1. Bachelor's Degree in Communication Disorders or a related field with 24 credits associated in language arts.
2. Valid Idaho driver's license.
3. Must have own transportation. Mileage will be reimbursed by the district.
4. Ability to work with students, staff, and parents.
5. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

**Reports to:** Speech-Language Pathologist Supervisor

**Supervises:** N/A

**Job Goals:**

To assist the Speech-Language Pathologist in identifying and providing therapy to students with speech or language impairments.

**Essential Duties and Responsibilities:**

All duties listed will be performed under the supervision of a certified Speech-Language Pathologist.

1. Demonstrate knowledge and understanding of speech and language disorders.
2. Demonstrate knowledge and understanding of special education laws and procedures.
3. Maintain a uniform and effective data collection system for progress monitoring.
4. Implement Individual Education Plans (IEPs).
5. Write required progress reports clearly and concisely.
6. Utilize direct therapy time efficiently and have a clear objective for each session.
7. Communicate with Speech Language Pathologist when parents and staff need information regarding student progress or other concerns.
8. Maintain and submit data for Medicaid billing.
9. Attend district training for classified staff.
10. Maintain high standards of ethical behavior and confidentiality of student information.
11. Have regular and predictable attendance.
12. Demonstrate good interpersonal skills with staff and students.

**Other Duties and Responsibilities:**

Performs all other duties, as assigned.

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**Terms of Employment:**

An employee working in this position shall, at all times, be subject to the direction of the persons to whom said employee has primary responsibility or said person's designee(s), and at all times shall be subject to the rules, regulations and policies of the District as promulgated by the Board of Trustees. Each employee shall be held responsible for having knowledge of said School District rules, regulations and policies.

This position will be up to 7 hours per day; up to 176 days per year. Work hours to be established by the Director of Special Services. Salary placement to be determined by the Special Education–At Risk Salary Schedule, as adopted by the Board of Trustees. All terms of employment may be subject to change, as recommended by administrative staff or as directed by the Board of Trustees.

**Evaluation:**

Performance of this position will be evaluated annually by the Director of Special Services in accordance with board policy.

**Physical Demands/Work Environment:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this 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 talk and hear; sit; stand; walk; have sufficient hand, arm and finger dexterity; reach with hands and arms; stoop, kneel, crouch, or crawl; climb or balance. The employee must occasionally lift and/or move up to 25 pounds. The employee will also be required to drive an automobile.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

The employee may occasionally be exposed to outdoor weather. The noise level in the work environment is usually moderate.

Reviewed \_\_\_\_\_ Revised \_\_\_\_ 03/08  
02/12  
08/16  
06/24  
01/25

**NOTES:**

*All certificated and non-certificated employees and other individuals are required to undergo a criminal history check and submit to fingerprinting. Any applicant convicted of any of the felony crimes enumerated in Section 33-1208, Idaho Code may not be hired, and any applicant convicted of any felony offense listed in Section 33-1208(2), Idaho Code shall not be hired.*

Legal Reference: I.C. § 33-512 Governance of Schools  
I.C. § 33-1210 Information on Past Job Performance

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