



## **Speech/Language Pathologist**

### **Purpose Statement**

The job of Speech/Language Pathologist's role is to be a resource to students and school staff members in the development and implementation of programs that can promote effective communication skill in the school setting. Targeted areas are: receptive, expressive, pragmatic language, articulation voice and fluency.

This job reports to Building Principal and Special Education Supervisor

### **Essential Functions**

- Assesses students' communication skills (e.g. receptive, expressive, pragmatic language, articulation voice, fluency, etc.) for the purpose of identifying communication disorders, determining program eligibility and developing recommendations for treatment.
- Assists and guides teachers for the purpose of observing, describing, and referring suspected students who may demonstrate a speech and/or language deficit.
- Collaborates with a variety of groups and/or individuals (e.g. parents, teachers, physicians, administration, educational team members, other professionals, etc.) for the purpose of communicating information, resolving issues and providing with regard to the student's communication needs.
- Coordinates meetings and processes for eligible students (e.g. testing/screening, IEPs, parent conferences, pre-referral staffing, etc.) for the purpose of presenting evaluation results, developing treatment plans, and/or providing training to parents/students/staff.
- Develops treatment plans, interventions and/or educational materials for the purpose of minimizing the adverse impact of communication disorders in accordance with established guidelines and legal requirements.
- Instructs assigned support staff for the purpose of providing information on communicative disorders, use of assistive devices and feeding techniques and/or implementing prescribed treatment plans.
- Instructs eligible students in the use of appropriate communication technologies (e.g. hearing aids, FM systems, augmentative communication devices, etc.) for the purpose of minimizing the adverse educational impact of communication disorders in accordance with established guidelines and legal requirements.
- Interprets medical reports within the scope of Speech/Language Pathologist's experience and goals for the purpose of providing information and/or ensuring that treatment/intervention plans are appropriate.
- Maintains files and/or records (e.g. progress reports, treatment plans, required documentation, screening results, etc.) for the purpose of ensuring the availability of information as required for reference and/or compliance.
- Participates in meetings, workshops, and seminars (e.g. training, IEP meetings, team meetings, etc.) for the purpose of conveying and/or gathering information.
- Performs other related duties as assigned for the purpose of integrating one's talents into the larger school community.
- Prepares a wide variety of written materials (e.g. correspondence, memos, treatment plans, reports, required documentation, etc.) for the purpose of documenting activities, providing written reference, and/or conveying information.
- Provides speech and language therapy to students for the purpose of minimizing the adverse impact of speech and language disorders on student's school success.
- Researches resources and methods (e.g. intervention and treatment techniques, assessment tools and methods, community resources, etc.) for the purpose of determining the appropriate approach for addressing students' needs.

- Responds to inquiries (e.g. parents, teachers, staff, students, etc.) for the purpose of providing information and/or referral as appropriate.
- Transports supplies and equipment to a variety of sites for the purpose of ensuring the availability of items as needed.

**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 IEP 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; policies, regulations and/or laws; codes/laws/rules/regulations/policies; concepts of grammar and punctuation; knowledge of resources within the district; safety practices and procedures; stages of child development; treatment modalities.

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; working with detailed information/data; maintaining effective working relationships; and translating therapy data into meaningful educational activities.

**Responsibility**

Responsibilities include: working under limited supervision using standardized practices and/or methods; leading, guiding, and/or coordinating others; 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 jobs 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:**

TB Test

**Continuing Educ. / Training:**

Continuing Education Requirements  
Maintains Certificates and/or Licenses

**Certificates and Licenses**

Illinois State License IDFPR

**Clearances**

Criminal Justice Fingerprint/Background Clearance  
Pre-Placement Medical Clearance  
Tuberculosis Clearance

**FLSA Status**

Exempt

**Approval Date**

**Salary Grade**