

Edina Public Schools Job Description

Speech/Language Pathologist

Reports to: Director of Special Services

Purpose of Position:

A Speech/Language Pathologist is responsible for diagnosis and treatment of communication anomalies – specifically, speech, language, and hearing problems. The goal is to normalize the communication processes within the limits of the child's capacity.

Essential Duties and Responsibilities:

- Diagnoses speech, voice, language, and hearing problems.
 - Schedules screening and diagnostic evaluations and carries out these activities in accordance with the State of MN objectives.
 - Administers screening tests of articulation to selected grades.
 - Administers diagnostic tests to children selected from the screening procedures, classroom and other referrals.
 - Interprets test results to parents, teachers and other staff members.
- Determines the course of action and develops and carries out program as indicated by findings of the diagnostic evaluations.
 - Corrects speech, voice and language problems through speech therapy.
 - Conducts regularly scheduled speech therapy sessions in accordance with established rules and regulations of the school district and the Special Education Sections, Minnesota Department of Education.
 - Communicates this program to all levels within the school in such a manner that the program is understood.
 - Conducts evaluations of the speech program and the student's progress.
 - Selects and/or creates materials appropriate to the individual needs of the child.
 - Conducts and/or participates in conferences with parents, teachers, and administrators, in addition to other special education personnel to discuss individual problems.
 - Advocates methods to be used to further improve speech carryover in the classroom and home according to the individual needs of the child.
 - Submits reports the Director of Special Services, principals, and parents and year-end reports for the individual student's cumulative folder.
- Cooperates with the classroom teacher in scheduling classes, classroom observation, testing and conferences.
 - Conducts demonstrations in classrooms for general speech improvement.
 - Answers questions about speech problems and the handling of speech cases in the classroom.
 - Supplies materials as request for general speech improvement in the classroom.
- Answers questions relative to speech development, improvement and correction for parents and staff members.
- Submits upon request reports to physicians, dentists, school psychologists, resident speech and hearing camps, family counseling services and the University of Minnesota and other speech and hearing clinics.

- Provides a professionally specialized service for those students whose needs cannot be adequately met in the classroom.
- Maintains permanent speech records of all individuals seen for speech therapy.
- Continues to develop professionally.
 - Attends professional meetings, keeps up to date on the latest methods and ideas in the field.
- Performs other duties as may be reasonably assigned for effective school operation.

Required Qualifications:

- Education consistent with the requirement of the State of Minnesota for licensure as a Speech Language Pathologist.
- Current and valid Minnesota teaching license.
- Effective communication skills.
- Ability to operate a computer and necessary software.
- Ability to utilize technology in learning opportunities.
- Ability to maintain professional composure while dealing with a variety of personalities and situations.
- Adapts and responds appropriately to unexpected or adverse situations.
- Ability to handle stress appropriately.
- Displays enjoyment and enthusiasm for teaching.
- Ability to inspire and to motivate students.

Additional Information:

- Must be willing and able to work in the following conditions: busy, noisy, with consistent interruptions.
- Ability to perform the following actions occasionally: sitting, using hands dexterously, talking, hearing, lifting and carrying up to 25 pounds, reaching, stooping, walking, standing, bending, crouching.