

Imlay City Schools Position Description

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| Position Title | Speech & Language Pathologist | Department | Consortium for Exceptional Children |
| Reports To | CED Director; ICS Superintendent | Approved By | Superintendent |
| Date | April 2026 | Salary | TBD |

Position Available: 2026-2027 School Year

At Imlay City Schools, we see success in our students every day. Through strong relationships, engaging instruction, and a supportive school community, our staff works together to ensure every student, every day, has the opportunity to learn, grow, and succeed.

SUMMARY: To provide comprehensive speech and language services to students and their families. To serve as a member of diagnostic teams and as a member of educational planning and placement committees to provide assessment information. To consult with teachers, staff, and parents to enhance their effectiveness in helping students. To provide support to other educational programs. Follow the rules and regulations as set forth by IDEA and the Michigan Administrative Rules for Special Education.

QUALIFICATIONS

Education

- Bachelor's Degree and,
- Master's Degree in Speech and Language Pathology and
- Meet the requirements as specified in the Revised Administrative Rules for Special Education as of October 2011

CERTIFICATES, LICENSES, REGISTRATIONS

- Speech-Language Pathologist License issued by the Michigan Department of Licensing and Regulatory Affairs, and
- Certificate of Clinical Competence (CCC) preferred.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *Other duties may be assigned.*

- Screen students for suspected speech and language impairments.
- Prepare and conduct Individual Educational Planning Committee Meetings.
- Prepare and implement individual student goals and objectives.
- Maintain ongoing parent contact.
- Prepare schedules for service to students.
- Prepare reports for each student.
- Perform intensive evaluations in speech and language areas.
- Consult with teachers, administrators, and outside agencies.
- Function as a team member.
- Participate in child study meetings as required.
- Serve as a consultant to the administration as needed.
- Attend special education staff meetings.



- Coordinate speech and language program with speech staff.
- Provide therapeutic support to students to address identified deficits.
- Align instructional support with State Grade Level Content Expectations.
- Assess students' accomplishments regularly and provide progress reports as required.
- Maintain accurate, complete, and correct records as required by law, district policy, and administrative regulations.
- Perform other duties as directed by the principal and/or the Coordinator of Special Education.

SUPERVISORY RESPONSIBILITIES:

Supervises the classroom and speech, students

ABILITIES

To perform this job successfully, an individual must satisfactorily perform each essential duty. The requirements listed below represent the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. The noise level in this environment is moderate to loud, depending on the activity, the time of day, and the location. Duties are performed indoors and occasionally outdoors.

Language: Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from staff, parents, and the general public.

Mathematical: Ability to work with mathematical concepts, use problem-solving skills, and handle computer system-related tasks.

Reasoning: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Physical: While performing the duties of this job, the employee is frequently required to stand and talk or hear, and sometimes walk and sit. While performing the duties of this job, the employee may occasionally push or lift up to 15 pounds, such as boxes of books and or technology. Specific visual and auditory abilities required by this job include close vision, such as reading handwritten or typed material, and hearing student responses and interactions. The position requires the individual to meet multiple demands from several people and interact with the public and other staff.

The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties, and additional duties may be assigned.

