



# GLOUCESTER COUNTY PUBLIC SCHOOLS OFFICE OF HUMAN RESOURCES

## POSITION DESCRIPTION

**POSITION TITLE:** Speech Language Pathologist  
FLSA: Exempt/200 days/10 months

**GENERAL STATEMENT:** The Speech Language Pathologist diagnoses speech and language disorders and provides professional services to students through screening, assessment, planning, goal development, and provision of appropriate intervention services designed to enable students to access the general education curriculum.

- QUALIFICATIONS:**
1. Eligibility for Virginia teaching licensure, with the appropriate endorsement
  2. Excellent communication and computer skills
  3. Aptitude and competence necessary for assigned responsibilities
  4. Ability to make independent decisions in accordance with established policies and procedures
  5. Satisfactory completion of all onboarding requirements prior to first day of employment, including, but not limited to:
    - Documentation of eligibility for employment in the U.S.
    - Virginia State Police/FBI criminal history background check
    - Virginia Department of Social Services background check
    - Tuberculosis test/screening completed within the last 12 months

### ESSENTIAL DUTIES:

1. Provides a therapeutic program to meet individual needs of speech and language impaired students.
2. Assists and guides teachers in observing, describing, and referring students suspected and identified as having speech and language impairments.
3. Provides a thorough assessment and diagnosis of speech, voice, fluency, and language impairments.
4. Provides screening to identify speech and/or language impaired children at regular intervals and at specified levels.
5. Assists in proper referrals of individuals to agencies and specialists in the community as appropriate.
6. Provides appropriate individualized programs of therapy to meet individual students' needs and correct existing speech and/or language impairments.
7. Collaborates with classroom teachers and other school staff members so as to implement therapy using the suggestions for the benefit of the student.
8. Provides information, support, and training to parents and families when appropriate.
9. Provides staff development and serves as a consultant to teachers and school staff members on topics concerning speech and/or language improvement.
10. Keep thorough cumulative records for each student receiving therapy or other school-provided speech services.
11. Maintains lists of referred, screened, and eligible students, as well as a directory of outside agencies, consultants, specialists, and related services.
12. Compiles case history data on those cases where additional family history, health history, early developmental history, and environmental history are deemed appropriate.

**ESSENTIAL DUTIES CONTINUED:**

13. Assumes primary responsibility for requisitioning and maintaining needed equipment and supplies.
14. Completes the necessary paperwork on students that qualify for Medicaid reimbursement.
15. Functions as a member of the multi-disciplinary assessment team for a child who has been referred for a suspected speech-language disorder.
16. Follows and complies with state, federal, and local guidelines in writing IEP's and complying with other regulations.
17. Makes independent decisions in accordance with established policies and procedures.
18. Acts in a courteous and respectful manner, using good judgment and appropriate communication skills at all times.
19. Maintains a high level of ethical behavior and confidentiality regarding students, parents, and other staff members.
20. Models non-discriminatory behavior in all activities.
21. Performs related work as required.

**PHYSICAL REQUIREMENTS:** Average amount of climbing, bending, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, talking, and other repetitive motions.

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Gloucester County Public Schools reserves the right to delete, add, or revise provisions of this position description. This includes the position title, minimum and preferred qualifications, working conditions, and essential duties. Gloucester County Public Schools does not discriminate on the basis of race, color, national origin, veteran status, sex, gender, creed, marital status, age, or disability in its educational programs, activities, or employment practices as required by the Title VI, Title VII, Title IX, Section 504 and ADA regulations.