

---

<b>Job Title:</b>	Speech-Language Pathology Assistant
<b>Reports to:</b>	Supervising Speech-Language Pathologist and Director of Special Education
<b>Dept./School:</b>	Assigned Campus(es)
<b>Wage/Hour Status:</b>	Exempt
<b>Pay Grade:</b>	Admin-Professional / Level 2 (187 days)
<b>Date Revised:</b>	September 2019

---

**Primary Purpose:**

Provide speech-language pathology services to students as directed by a supervising State Board of Examiners for Speech-Language Pathology and Audiology (SBESPLA) licensed Speech-Language Pathologist.

**Qualifications:****Education/Certification:**

- Bachelor's degree in communicative science and disorders
- Texas license as Speech-Language Pathology Assistant

**Special Knowledge/Skills:**

- Strong communication, organizational, and interpersonal skills
- Knowledge of speech-language disorders and conditions

**Experience:**

Fifty hours of clinical observation and assisting experience as required for licensure

**Major Responsibilities and Duties:****Therapy**

1. Conduct speech, language, and hearing screening as directed by the supervising licensed speech-language pathologist.
2. Implement the treatment program or the individual education plan (IEP) as designed by the supervising licensed speech-language pathologist.
3. Conduct carry-over activities to transfer a student's newly acquired communication ability to other contexts and situations.
4. Represent speech pathology at the admission, review, and dismissal (ARD) Committee as directed by the supervising speech-language pathologist.
5. Conduct observations and prepare clinical materials.

**Consultation**

6. Work with classroom teachers to implement classroom activities to improve communication skills of students.

**Student Management**

7. Create an environment conducive to learning and appropriate for maturity level and interests of students.
8. Establish control and administer discipline according to the Student Code of Conduct and student handbook.

**Program Management**

9. Compile, maintain, and file all reports, records, and other documents required including maintaining clinical records in accordance with federal and state laws and regulations.
10. Comply with policies established by federal and state laws, State Board of Education rule, and board policy. Comply with all district and campus routines and regulations.

**Supervisory Responsibilities:**

None.

**Mental Demands/Physical Demands/Environmental Factors:**

**Mental Demands:** Work with frequent interruptions; maintain emotional control under pressure

**Tools/Equipment Used:** Standard testing equipment; standard office equipment including computer and peripherals

**Posture:** Frequent sitting, kneeling/squatting, bending/stooping, pushing/pulling, and twisting

**Motion:** Frequent walking, grasping/squeezing, wrist flexion/extension

**Lifting:** Regular light lifting and carrying (under 15 pounds), occasional heaving lifting (45 pounds or more) and positioning of students with physical disabilities; controlling behavior through physical restraint; assisting non-ambulatory students

**Environment:** Exposure to biological hazards, bacteria, and communicable diseases; may require districtwide travel

---

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Received by: \_\_\_\_\_

Date: \_\_\_\_\_