



Professional – Job Description

Job Title: Speech Language Pathologist Assistant **Salary:** PA 3
Min \$56,865 /Mid \$70,920 /Max \$82,976

Reports To: Director of Special Education **FLSA Status:** Exempt

Dept./School: Special Education Department **Minimum Duty Days:** 207 days

Primary Purpose:

Provide direct therapy to students with speech, voice, or language disorders. Provide therapeutic, intervention to eliminate or reduce problems or impairments that interfere with students' ability to derive full benefit from the educational program.

Minimum Requirements:

- Bachelor's Degree from an accredited institution.
- Supervised clinical speech language pathology experience.
- License in Assistant Speech –Language Pathology.
- License issued by the State Board of Examiners for Speech – Language Pathology and Audiology.

Preferred Requirements:

- At least 25 hours of clinical observations.
- Ability to use Word, Excel, internet, email, and web-based systems.

Special Knowledge/Skills:

- Knowledge of evaluation, habilitation, and rehabilitation of monolingual and bilingual speech, language, and hearing disorders.
- Knowledge of assistive technology services and/or devices in relation to speech, language, and hearing disorders.
- Excellent organizational, communication, and interpersonal skills.
- Ability to travel to multiple work locations as assigned.

Major Responsibilities and Duties:

1. Provides appropriate individual and group therapy to students consistent with speech/language goals aligned to the Texas Essential Knowledge and Skills contained in Individual Education Plans (IEP).
2. Conducts or participates in speech, language, and/or hearing screenings.
3. Assists with assessments which include data collection, clinical observations and routing test administration with appropriate training and under the direction of the supervisor.
4. Participates in the Admission, Review, and Dismissal (ARD) Committee together with the supervising pathologist regarding interpretation of assessment data, appropriate placement, goal and setting for students with speech and/or language disorders according to district procedures.
5. Represents special education and the SLP at an annual ARD Committee meeting with the following stipulations:
 - a. written documentation of approval from the licensed, board approved SLP supervisor,
 - b. are providing services to the student requiring the annual ARD meeting,

- c. present the IEP goals and objectives developed by the SLP if the goals and objectives have been reviewed with the parent by the SLP prior to the ARD,
6. Assists SLP and staff in evaluating students' progress and determines readiness for termination of therapy services.
7. Counsels and involves parents in the remedial process.
8. Collaborates with classroom teachers on implementing classroom-based activities to improve oral and written language skills of students.
9. Provides staff development training at assigned schools to assist school personnel in the understanding of students with communication deficits.
10. Compiles, maintains, and files all reports, records, and other documents required.
11. Complies with policies established by federal and state law, State Board of Education rule, and the local board policy.
12. Treats everyone with dignity and respect.
13. Assists teachers and students during instructional and/or tutorial time.
14. Presents a positive role model for students that supports the mission of the school district.
15. Maintains a positive and effective relationship with supervisors, administration, and colleagues.
16. Complies with all district and local campus routines, policies, procedures and regulations.
17. Effectively communicates with colleagues, students, and parents regarding accomplishment of therapy goals and needs of the student.
18. Assesses and responds to needs related to job responsibilities.
19. Develops and coordinates a continuing evaluation of the speech therapy program and implement changes based on the findings.
20. Assists in the selection of materials, equipment, and other instructional material.
21. Creates an environment conducive to learning and appropriate to the maturity and interests of students.
22. Establishes controls and administers discipline according to board policies and administrative regulations.
23. Develops needed professional skills appropriate to job assignment.
24. Demonstrates behavior that is professional, ethical, and responsible.
25. Articulates the district's mission and goals in the area of speech therapy to the community and solicit its support in realizing the mission.
26. Demonstrates awareness of school-community needs and initiate activities to meet those identified needs.
27. Demonstrates the use of appropriate and effective techniques for community and parent involvement.
28. Establishes and maintains a climate that demonstrates respect and dignity for all people for Laredo ISD and for all areas for which this individual is responsible.
29. Performs such other duties as may be assigned.

Mental Demands/Physical Demands/Environmental Factors

- Maintain emotional control under stress
- Work with frequent interruptions
- Meet timelines
- Moderate lifting and carrying
- District/State wide travel
- Exposure to biological hazards
- Prolonged sitting, standing, and walking
- Hearing, speaking clearly
- Working prolonged or irregular hours

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

I hereby acknowledge that I have received a copy of my job description and understand its content.

Employee Name (print)

Employee Signature

Date