

SCHOOL DISTRICT OF ST. JOHNS COUNTY

SPEECH LANGUAGE PATHOLOGIST

JOB DESCRIPTION

QUALIFICATIONS:

- (1) Master's Degree in Speech Language Pathology or Communication Sciences and Disorders and one of the following:
 - a) Florida Department of Education Certificate in Speech Language Impaired or Speech Correction.
 - b) Florida Licensure in Speech-Language Pathology under the Florida Department of Health with American-Speech-Language-Hearing Association Certificate

OR

- (2) Bachelor's Degree in Speech Language Pathology or Communication Sciences and Disorders and must be eligible for Florida Department of Education Certificate in Speech Language Impaired and graduate school admission to a program specific to Speech Language Pathology or Communication Sciences and Disorders.
- (3) Satisfactory criminal background check and drug screening.
- (4) Valid Florida driver's license.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of District, State and Federal guidelines as they relate to implementation of the Speech/Language Impaired program. Ability to conduct comprehensive speech/language assessments and interpret results. Ability to develop and implement Individual Education Plans. Ability to collect and analyze data. Ability to attend required meetings and in-service training. Ability to collaborate and interact professionally with parents, school personnel, and district staff. Ability to travel to various schools or community sites as assigned. Strong ability to communicate effectively in both oral and written form. Ability to maintain confidentiality is paramount.

REPORTS TO:

Supervisor of Speech Language Impaired Program, Designated Principal

JOB GOAL

To identify and provide therapy services to eligible students whose speech and/or language impairment(s) adversely impact their ability to perform and/or function in the typical learning environment.

Each employee of the St. Johns County School Board will model the six pillars (as defined by Character Counts!) of the character education program.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

Service Delivery (actual duties here)

- (1) Establish, complete, and maintain all necessary records in accordance with District, State and Federal policies and procedures.
- (2) Conduct and interpret speech/language screenings, assessments, and/or evaluations.
- (3) Develop and implement Individual Education Plans based on the individual student needs.
- (4) Schedule, plan, and provide therapy services for eligible students.
- (5) Assist school teams with data based recommendations.
- (6) Participate as a contributing member on the school's Multi-Tiered System of Support (MTSS).
- (7) Use appropriate therapy strategies and materials to meet individual student needs.
- (8) Collaborate with classroom teachers, school staff and parents to monitor student progress.
- (9) Maintain a positive and safe learning environment.
- (10) Submit requested information to Principal and/or District staff in a timely manner.
- (11) Maintain accurate and current student records including, but not limited to, therapy attendance records, data collection, progress reports, Individual Education Plans and Medicaid documentation.
- (12) Provide ongoing professional development in assigned school(s) to assist school personnel with identifying and understanding the education impact of speech/language impairment(s).
- (13) Maintain certification and/or licensure requirements as appropriate.
- (14) Attend school-based and district meetings as required.
- (15) Maintain confidentiality of student information at all times.
- (16) Use technology effectively to meet student needs and Speech/Language Impaired program requirements.

- (17) Perform supervisory duties as assigned by the Principal.
- (18) Fulfill the terms of any affected written contract and adhere to the Code of Ethics and Principles of Professional Conduct of the Education Profession in Florida and also the Code of Ethics outlined in American Speech-Language-Hearing Association.
- (19) Perform other incidental tasks or services consistent with the job goal of this position.
- (20) Provide outstanding customer services and use positive interpersonal communication skills.
- (21) Make all decisions and perform all tasks in accordance with St. Johns County Public Schools' Organizational Values.
- (22) Ensure compliance with Board rules and applicable federal laws and regulations.

Expectations of All Employees

- (23) Meet and deal effectively with the general public, staff members, parents, administrators and other contact persons using tact and good judgment.
- (24) Follow attendance, punctuality, proper dress code and other qualities of an appropriate work ethic.
- (25) Ensure adherence to good safety standards.
- (26) Maintain confidentiality regarding school/workplace matters.
- (27) Model and maintain high ethical standards.
- (28) Maintain expertise in assigned area to fulfill position goals and objectives.
- (29) Participate successfully in the training programs offered to increase skill and proficiency related to assignment.
- (30) Demonstrate initiative in the performance of assigned responsibilities.
- (31) Each employee of the St. Johns County School Board is charged with the responsibility of being familiar with the Character Counts program and with modeling the characteristics of citizenship, character education and literacy.

Inter/Intra-Agency Communication and Delivery

- (32) Respond to concerns, communication attempts, and inquiries in a timely manner.

Professional Growth and Improvement

- (33) Attend and participate successfully in meetings, pre-service and training programs offered to increase skills, proficiency and character education related to assignment.
- (34) Participate successfully in training programs, conferences, and workshops as assigned or appropriate to keep abreast of current practices, programs, legal issues, and character education.

Systemic Functions

- (35) Keep supervisor informed of potential problems or unusual events.
- (36) Follow federal and state laws as well as School Board policies, rules, and regulations.
- (37) Prepare all required reports and maintain all appropriate records.

Leadership and Strategic Orientation

- (38) Demonstrate initiative in the performance of assigned responsibilities.

- (39) Model characteristics of citizenship, character education, and literacy.
- (40) Set high standards and expectations as they relate to the district's character program.
- (41) Exhibit interpersonal skills to work as an effective team member.
- (42) Demonstrate initiative in identifying potential problems or opportunities for improvement.

*Essential Performance Responsibilities

PHYSICAL REQUIREMENTS:

Job Description Supplement

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan.

Length of the work year and hours of employment shall be those established by the district.

Classification:

EVALUATION:

Performance of this job will be evaluated annually in accordance with provisions of the Board's policy on evaluation of personnel.

POSITION CODE:

Pay Grade:

BOARD APPROVED: August 2014

REVISED: