JOB DESCRIPTION REVISION DATE: 2 / 2 0 / 2 0 2 0

DEPARTMENT / SCHOOL: Specialized Student Services

REPORTS TO: Assistant Director Specialized Student Services-Operations

SUPERVISES: N/A

POSITION GOAL: To provide appropriate Spanish assessments and interpretation of evaluation results for educational planning.

ESSENTIAL FUNCTIONS:
1. Participation in the case study process by completing play based assessments to address the communication status of student.
2. Create IEP goals and objectives based on educational needs using student data and assists in the development of accommodations and modifications in the IEP document.
3. Enter assessment and evaluation information onto web based IEP system (ESPED) and provides a copy of written reports for parents, buildings and district files.
4. Consultation with school personnel.
5. Address parent concerns and provide resources as necessary.
6. Perform other requirements of the job in accordance with the ETA collective bargaining agreement.
7. Other duties as assigned by supervisor

KNOWLEDGE AND CRITICAL SKILLS:
1. Knowledge of Speech Language and Communication Disorders.
2. Knowledge and experience in play based assessment and early childhood development.
4. Fluent oral and written Spanish and English skills.
5. An understanding of the characteristics of second language acquisition
6. Skilled in analysis and diagnosis of students with speech and language concerns.

EXPERIENCE AND EDUCATION:
1. Master’s Degree in Speech Language Pathology
2. Professional Educator License (PEL) with a Speech Language Pathologist endorsement.
3. Illinois Department of Financial and Professional Regulation Speech Language Pathologist License
4. Previous school experience preferred but not necessary for hire
Comments:

ENVIRONMENTAL CONDITIONS:
1. Working in an office setting for part of the day.
2. Frequently work at a fast pace with unscheduled interruptions.

PHYSICAL DEMANDS:
1. Ability and flexibility to work in a fast paced environment
2. Ability to be flexible with schedule changes throughout the school day
3. Requires prolonged sitting or standing

ADA:
The employer will make reasonable accommodations in compliance with the Americans with Disabilities Act of 1990.

This job description will be reviewed periodically as duties and responsibilities change with business necessity. Essential and marginal job functions are subject to modification.

TERMS OF EMPLOYMENT:
June 5, 2017 - July 13, 2017 (M-TH)

EVALUATION:
Performance of the position will be evaluated with provisions set by the Board of Education as per contract.

Employee Signature: ___________________________ Date: ____________

Supervisor Signature: ___________________________ Date: ____________