



## **Trinity Area School District**

### **Position Description**

- Title:** **Speech-Language Pathologist**
- Position Type:** Exempt
- Responsible to:** Special Education Director and/or Building Principal
- Responsible for:** Planning instruction and/or adaptation of the educational program to enable Speech and Language Support students benefit from the educational experience

#### **Qualifications:**

- Possess a Masters Degree in Speech and Language Pathology or Communication Disorders
- Possess a PA certificate in Special Education Speech and Language Impaired
- Possess a knowledge in Speech and Language impairments
- Possess a knowledge in assessment procedures, and interpreting assessment results
- Possess a knowledge in instructional strategies and the most current technology
- Possess a knowledge in Special Education procedures
- Possess a Certificate of Clinical Competence or PA license in Speech and Language

**Work Year:** TAEA contract

#### **Performance Responsibilities:**

- Supervises support staff to carry out specifically designed instruction indicated in the Individualized Education Program
- Assesses and identifies students whose speech and language deviates from normal
- Administers appropriate formal and informal assessments, and analyzes assessment results
- Refers eligible students for appropriate medical or other professional attention
- Contacts medical and agency personnel when necessary, providing the needed information relating to the student's speech and language impairment
- Provides Speech and Language service through a variety of service delivery models

- Schedules students for services according to the Individualized Education Program
- Utilizes appropriate instructional strategies, monitoring the student's response to interventions
- Consults and guides parents, students and teachers regarding speech and language impairments
- Provides pertinent information to parents, teachers and students regarding specific speech and language impairments
- Notifies all individuals associated with the student of inclusion in therapy sessions
- Schedules students for therapy sessions, notifies parents, and school personnel of scheduled therapy sessions
- Keeps adequate records and progress monitoring on each student, using appropriate data collection tools
- Collects data at regularly scheduled intervals and modifies instruction based on data collection
- Identifies, plans and schedules training for parents and staff on specific speech and language impairments, plans follow-up sessions and activities for future trainings
- Participates in the pre-referral – MDE/IEP process
- Presents and discusses assessment results and placement for the student with the team
- If necessary, write goals and objectives for the student
- Assures all professional safeguards are in order
- Develops a schedule for completion of paperwork, including ACCESS billing
- Obtains knowledge of Special Education paperwork, procedures and timelines, completing all paperwork according to the given timelines

### **Physical Demands:**

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand, walk, sit, and talk or hear. The employee is occasionally required to use hands to finger, handle or feel objects, tools, or controls; climb or balance; and stoop, kneel, crouch or crawl. Physically able to perform job responsibilities, including able to lift and handle at least 25 lbs. on a regular basis and at least 50 lbs. on an occasional basis. Specific vision abilities required by this job include close vision, distance vision, and peripheral vision. The employee needs to be able to tell where a sound is coming from and hear in a noisy environment.<sup>1</sup>

### **Work Environment:**

The work duties of this position are generally performed within a classroom and school environment, with standard classroom and school equipment available.

<sup>1</sup> The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

DISCLAIMER

The above statements are intended to describe the general nature and level of work performed by employees assigned to this position. It is not designed to contain or be interpreted as a comprehensive list of all duties, responsibilities, and qualifications. Trinity Area School District reserves the right to amend and change responsibilities to meet business and organizational needs as necessary.

JAM/bjo 2/2017