

Job Title: SPEECH-LANGUAGE PATHOLOGIST ASSISTANT
Reports to: Director of Special Education
Dept./School: Assigned Campus(s)
Wage/Hour Status: Exempt
Date Revised: 2014-2015

Primary Purpose

Plan and provide speech-language pathology services to students with speech, voice, or language disorders. Assist the Speech Pathologist in assessment students and provide therapeutic intervention to eliminate or reduce problems or impairments that interfere with their students' ability to derive full benefit from the educational program.

QUALIFICATIONS

Education/Certification

Bachelor's degree

Valid Texas Assistant in Speech Language Pathology License granted by the State Board of Examiners for Speech-Language Pathology and Audiology (SBESLPA)

Special Knowledge/Skills

Knowledge of the accepted tests and measurements (SLP) to assess communication disorders and conditions

Knowledge of evaluation, habilitation, and rehabilitation of speech-language disorders and conditions

Ability to instruct and manage student behavior

Excellent organizational, communication, and interpersonal skills

Experience

One year supervised clinical speech-language pathology assistant experience preferred

MAJOR RESPONSIBILITIES AND DUTIES

Therapy

1. Provide appropriate individual and group therapy to students consistent with speech and language goals contained in Individual education Plans (IEP).
2. In collaboration with the Speech Pathologist evaluate student progress and determine readiness for termination of therapy services.

Assessment

3. Assist Speech Pathologists in conducting independent evaluations to assess students with speech or language disorders and conditions to determine eligibility for services.
4. Assist Speech Pathologist in develop clinical management strategies or procedures and diagnostic statements by interpreting observations or data.
5. Participate in the Admission, Review, and Dismissal (ARD) Committee as needed to assist in interpretation of assessment data, appropriate placement, and goal setting for students with communication disorders or conditions according to district procedures through the supervision of the Speech Pathologist.

Consultation

6. Counsel and involve parents in remedial process.
7. Collaborate with classroom teachers to plan and implement classroom activities to improve communication skills of students.

- 8. Provide professional development in assigned schools to help school personnel identify and understand communication deficits in students.
- 9. Communicate effectively with colleagues, students, and parents regarding the accomplishment of therapy goals and needs of the student.

Student Management

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

Program Management

- 12. Work with speech pathologist to develop and coordinate a continuing evaluation of speech-language pathology services and make changes based on the findings.
- 13. Assist in the selection of equipment and instructional materials.

Administration

- 14. Compile, maintain, and file all physical and computerized reports, records, and other required documents.
- 15. Comply with policies established by federal and state laws, State Board of Education rule, and board policy.
- 16. Comply with all district and campus routines and regulations.
- 17. Participate in professional development activities to improve skills related to job assignment.

Other

- 18. Perform other duties assigned by supervisor.
- 19. Maintain confidentiality of information.

Supervisory Responsibilities

None

EQUIPMENT USED

WORKING CONDITIONS

Mental Demands/Physical Demands/Environmental Factors

Maintain emotional control under stress. Regular district wide travel to multiple work locations as assigned; moderate lifting and carrying. May be required to lift and transfer students to and from wheelchair or assist with positioning students with physical disabilities.

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.

Reviewed by: _____ **Date:** _____

Approved by: _____ **Date:** _____