

Position Description

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Job Title:	Speech Pathologist Specialist
Pay Table:	Support
Pay Grade:	11
FLSA Status:	TBD
Job Code:	854
Reports to:	Preschool/Special Education Coordinator

JOB SUMMARY

Under the general supervision of the Preschool/Special Education Coordinator, the Speech Pathologist Specialist provides group and individual speech assistance to preschool students.

ESSENTIAL JOB FUNCTIONS

- Conducts speech and language groups in classroom (i.e., conducts exercises, tells stories, introduces concepts). Involves total class (17-20 students).
- Individually assists children in classroom work on IEP goals (e.g., categories, sequencing, sounds, reading books, reviewing materials from speech and language group).
- Prepares recommendations for speech therapists' use in developing student IEPs (e.g., objectives, progress made, recommendations for new IEP goals).
- Coordinates student articulation groups along with a speech therapist (i.e., assists 5-6 children in 45 minute sessions, working on articulation of sounds).
- Prepares for and conducts home visits.
- Prepares lesson plans for articulation groups and classroom speech and language groups. Prepares session-required visual aids and other session/student materials.
- Compiles a list of lesson plans and distributes list to centers.
- Participates in team meetings (i.e., meets in school with teacher and assistants; coordinates work with children on IEP goals; may offer suggestions on working with other classroom members; coordinates ongoing activities, including materials needed for classroom groups).
- Trains new paraeducators.
- Attends IEP meetings, offering suggestions, insights, observations. Assists with maintenance of meeting records (e.g., progress on goals, items discussed).
- Maintains log or record on each individual child, concerning IEP goals and progress toward meeting goals.
- Drives between schools.
- Conducts hearing screenings. Creates report from screening. Refers possible problems. Maintains files for communicative disorders children.

- Prepares hand written, monthly parent newsletter (advisory report for each parent).
- Prepares monthly calendar of activities in speech and language groups, IEP goals to be worked on in classroom, etc.

MINIMUM REQUIREMENTS

- Bachelor's degree in communicative disorders (speech pathology).
- Related experience preferred.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to work effectively with students, parents, teacher, speech/language pathologists. Strong interpersonal skills required.
- Thorough understanding of speech problems and intervention.
- Ability to use small office equipment and computers.

PHYSICAL DEMANDS

Light work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force to move objects. The work also requires the following physical abilities in order to perform the essential job functions: balancing, crawling, crouching, feeling, fingering, grasping, handling, hearing, kneeling, lifting, mental acuity, speaking, standing, stooping, talking, visual acuity and walking.

WORKING CONDITIONS

Employees in this position work in a relatively safe, secure, and stable work environment.

The Davis School District has the right to revise this position description at any time.