

MIDWESTERN INTERMEDIATE UNIT IV

TITLE: Speech/Language Therapist **DATE:** May 21, 2003
REVISED: August 13, 2014

REPORTS TO: Supervisor of Special **APPROVED BY:** Board of Directors
Education or Director of
Nonpublic School Services

JOB SUMMARY: Provide direct and indirect speech and language therapy services
and consultation to students.

PRIMARY DUTIES AND RESPONSIBILITIES:

1. Participate in screening of students and complete corresponding paperwork.
2. Complete appropriate evaluations, reports and design student plans based on individual need.
3. Ensure that all parental and school permissions are obtained before evaluating students and providing therapy.
4. Communicate the needs of students with appropriate school personnel and parents to facilitate acquisition of goals.
5. Schedule and/or attend meetings and invite team members.
6. Attend parent/teacher conferences and participate in in-service workshops.
7. Provide personal transportation assistance for students as dictated by the Individualized Education Program (IEP), authorized by the parent/guardian, and approved by the program supervisor.
8. Complete billing procedures as required.
9. Perform other duties as assigned by the Supervisor of Special Education.

QUALIFICATIONS:

- Previous experience in working with speech/language impaired individuals
- Master's degree in Speech/Language Pathology required
- Certification in Speech/Language Therapy required
- Must have valid driver's license
- Submission of pre-employment medical examination (Section 148 of the Pennsylvania School Code)
- Submission of a report of criminal history record from the Pennsylvania State Police (Section 111 of the Pennsylvania School Code)
- Submission of a clearance report from the Pennsylvania Department of Public Welfare in accordance with Act 151 of 1994
- Submission of Federal Criminal History Report in accordance with Act 114 of 2006
- Submission of Arrest/Conviction Report and Certification Form per Act 24 of 2011
- Such alternatives to the above qualifications as the Board of Directors may find appropriate and acceptable

PHYSICAL DEMANDS:

- Ability to reach above and below the waist
- Ability to use fingers to pick, feel and grasp objects
- Some stooping, bending, kneeling, and twisting of the body required
- Ability to lift and/or carry supplies weighing no more than 50 lbs.
- Ability to perform all aspects of Safety Mechanics
- Ability to mostly walk and stand

SENSORY ABILITIES:

- Visual acuity
- Auditory acuity

WORK ENVIRONMENT:

- Modified school classroom, student home or office environment
- Subject to inside environmental conditions
- Travel within the three county area required

TEMPERAMENT:

- Must possess excellent interpersonal skills
- Must be able to work in an environment with frequent interruptions
- Able to make judgments and work under high level of stress

COGNITIVE ABILITY:

- Ability to communicate effectively
- Ability to organize tasks
- Ability to handle multiple tasks
- Ability to exercise good judgment

SPECIFIC SKILLS:

- Must possess computer skills
- Ability to operate various office equipment
- Must appropriately handle confidential information

(Reasonable accommodations may be made to enable a qualified individual with a disability or disabilities to perform the primary duties and responsibilities of the job.)