

RIVERSIDE UNIFIED SCHOOL DISTRICT

CLASS TITLE: SPEECH-LANGUAGE PATHOLOGY ASSISTANT (Range 30)

BASIC FUNCTION:

Under the direction of a Licensed Speech-Language Pathologist, assists in providing speech therapy services to special education students in accordance with Individualized Education Program (IEP); maintains records and documentation on students; and performs related duties as required.

REPRESENTATIVE DUTIES:

Provide speech therapy services according to Individualized Education Program (IEP) goals developed by a Speech-Language Pathologist in accordance with District policies and procedures. *E*

Assist Speech-Language Pathologist during assessment. *E*

Gather data in the educational environment in such areas as oral motor skills, intelligibility, language function and usage. *E*

Prepare therapy materials and/or equipment for use in classroom and therapy activities. *E*

Adapt or modify instructional materials and/or equipment as determined by student needs and abilities for teacher use in classroom. *E*

Document student progress; assist with informal documentation. *E*

Schedule activities; prepare charts, records, graphs or otherwise display student performance data. *E*

Prepare checks and maintenance on augmentative communication devices and equipment. *E*

Schedule IEPT meetings, assessments and otherwise assist Speech-Language Pathologist in preparation of student information for presentation to parents, staff, etc. *E*

Participate and collaborate as a member of an educational team in developing and providing services for individual students to improve their academic performance. *E*

Participate in research projects, in-service training and public relations programs. *E*

Works in an itinerate capacity at multiple sites. *E*

Perform other related duties as assigned.

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

Correct English usage, spelling, grammar and punctuation.
Effective record keeping practices and procedures.
Phonetics.
Human anatomy and physiology.
Normal speech, language and hearing development.
Language disorders and rehabilitation.
Articulation disorders and rehabilitation.
Acquired disorders and procedures.
Hearing disorders and aural rehabilitation.
Clinical methods and procedures.

ABILITY TO:

Communicate effectively and collaboratively with parents, family members, District personnel and Speech-Language Pathologists.
Deal effectively with attitudes and behaviors of students.
Manage and use time effectively.
Demonstrate professional conduct.
Select, prepare and present materials effectively.
Maintain student performance documentation.
Manage behavior and treatment program.
Provide effective implementation of treatment objectives.
Operate standard office equipment including computer, copier, fax machine, etc.
Establish and maintain effective work relationships with those contacted in the performance of required duties.

EDUCATION AND EXPERIENCE:

High School Diploma or equivalent
Valid California Speech-Language Pathology Assistant license.
Valid California Driver's license.

WORKING CONDITIONS:**ENVIRONMENT:**

Work inside in a classroom environment and in direct contact with students with exposure to minor contagious illnesses.
Driving a vehicle to conduct work.

PHYSICAL ABILITIES:

Vision to monitor students.
Dexterity of hands and fingers to operate tools, machines and equipment.
Hearing and speaking to exchange information.
Sitting and standing for extended periods of time.
Pushing wheel chairs.