San Benito Consolidated Independent School District

Human Resource Office
240 N. Crockett St. • San Benito, TX 78586 • Phone: (956) 361-6150 • Fax: (956) 361-6291

Job Title:	Speech Language Pathologist	**Exemption Status:**	Exempt
Reports to:	Director of Special Services	**Pay Grade:**	05
Works with:	Staff/Students	**Days:**	187
Dept./School:	Special Services Department	**Date Revised:**	05/04/2020

Primary Purpose:

The primary purpose of a Speech Therapist is to assess, diagnose, treat, and help communication and swallowing disorders in patients under the direction of the Director of Special Education.

Prerequisites:

- Master's Degree;
- Speech Language Pathologist License; and
- Supervised clinical experience.

Major Responsibilities and Duties:

1. Conducts speech evaluations.
2. Prepares evaluation reports using district approved format.
3. Maintains a list of students requiring three year reevaluation and completes all assessments within the required timeline.
4. Create and carry out an individualized treatment plan.
5. Teach students how to make sounds and improve their voices.
6. Counsel students and families on how to cope with communication disorders.
7. Meet and confer with teachers about methods and techniques for dealing with disorders and modifying education programs for speech/language/hearing problems.
8. Make appropriate referral if student's performance indicates the need for a more restrictive environment.
9. Arrange for necessary materials and equipment for speech therapy activities.
10. Attend district meeting and required workshops.
11. Provide written report for parents and applicable personnel after assessment is completed.

12. Participates as required members of the Admission Review Dismissal Committee; to assist with interpretations of assessment data, development of Individual Education Plan (IEP).

13. Compiles, reviews, and interprets new information received from other districts/professional agencies.

14. Maintains confidentiality of all student information.

15. Performs other related duties as assigned by Special Services Director.

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: Standard office equipment including personal computer and peripherals

Posture: Prolonged sitting; occasional bending/stooping, pushing/pulling, and twisting

Motion: Repetitive hand motions including frequent keyboarding and use of mouse; occasional reaching

Lifting: Occasional light lifting and carrying (less than 15 pounds)

Environment: May work prolonged or irregular hours

Mental Demands: Work with frequent interruptions; maintain emotional control under stress

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This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee Signature: _____ Date _____

Administrator Signature: Nate Cauman, Ed.D. Date JUN 03 2020