Job Description
MOORE PUBLIC SCHOOLS

Job Title: **Speech-Language Pathologist**

Qualifications:

Credentials: State Certificate in Speech Pathology; Certificate of Clinical Competence from American Speech-Language-Hearing Association (ASHA) desired

Education: Master's degree in Speech-Language Pathology or related field

Training/Experience Required: Sufficient to master licensing requirement. Some work with students is helpful.

Special Skills, Knowledge, Abilities:
Communication Skills (oral, written, or business): Basic communication skills to exchange information, give/receive simple instructions and respond to inquiries. Includes filling out forms, instructions, and writing/printing legibly. Knowledge of grammatical structure, vocabulary for preparing correspondence from rough draft or proofing of completed material. Communicates in clear, grammatically correct English.

Job Goal (Purpose of Position): Performs skilled/professional-level tasks under limited supervision to provide children/students with deficits in articulation, language fluency and voice. Works with teachers and the Special Education supervisor to enhance each student's self esteem and increase personal growth. In addition, meets with parents and other staff to enhance learner outcomes. An incumbent in this position will utilize discretion, ingenuity and independent judgment due to the variety of challenges of the job. Since there may be several ways to solve a problem, an incumbent is free to choose the solution.

Contact with Others: An incumbent in this position has regular contact by telephone or in-person with the public to determine actual information needed. Job requires interpreting and translating facts and information, explaining situations and issues to persons and advising them on alternative courses of action. May be required to maintain confidentiality of sensitive information.

Other Performance Measures: Knowledge of subject matter; cares for and effectively assists students with special concerns; establishes guidelines/syllabus with effective instructional/teaching objectives; encourages effective learning with proper teaching techniques; ensures students are acquiring skills and knowledge to apply principles, theories and other learning; properly monitors student progress (grading, feedback, etc.) and provides environment to encourage independent thinking challenges for more motivated students; maintains proper discipline in teaching setting.

Contributes to effectiveness/quality of district programs, including extra-curricular programs; keeps accurate records, reports, etc. pursuant to district policy; actively supports and looks for

ways to improve the quality of customer service as provided by the district; cooperates with other district personnel to improve the quality of education; when serving on committee, maintains an attitude of constructive/supportive behavioral feedback and input to improve the quality of service; continues to be involved in personal growth and development.

Essential Job Functions (Performance Responsibilities):

1. Develops IEP goals and instructional materials that meet the district's curriculum goals as well as the individual needs of each pupil.

2. Translates IEP goals into learning experiences that effectively utilize the available time for instruction.

3. Establishes and maintains standards of pupil behavior needed to achieve a functional learning atmosphere in the classroom.

4. Evaluates pupil's social/learning growth, keeps appropriate records, and prepares reports relating to pupil's progress.

5. Communicates with parents through conferences and other means to discuss pupil's progress and interpret the school program.

6. Identifies pupil needs and cooperates with other professional staff members in assessing and helping pupils solve health, attitude, and learning problems.

7. Creates an effective environment for learning through functional and attractive displays, bulletin boards, and interest centers.

8. Maintains professional competence through in-service education activities provided by the district and self-selected professional growth activities.

9. Selects and requisitions books and instructional aids; maintains required inventory records.

10. Participates in faculty committees and sponsorship of pupil activities.

11. Performs other duties as assigned by the principal.

Supervision exercised: None

Site: Various

Reports To: Principal/Director of Special Services

Physical/Mental Requirements and Working Conditions:
Other than those physical/mental requirements included within the essential functions: Must be able to communicate on the telephone. Must be able to get around the various sites. Must be able to perform playground, lunch, bus and related duties. Must be able to assist students with special needs. Must know how to handle sick/injured students.

Terms of Employment:	In compliance with Negotiated Contract and/or State Law
Salary:	To be established by the Board
Evaluation:	Performance of this job will be evaluated in accordance with Board policy

Approved 3/8/1993