



DEER VALLEY

Unified School District

JOB DESCRIPTION

JOB TITLE: Speech-Language Pathologist

Position Type: Certified	Department: Student Support Services
Salary Schedule: Other Professional Staff	Location: Schools
Reports to: Director of Student Support Services/Principal	
Term of Employment: 9 months	Shift: Day
Approved By: Human Resources	Date: June 8, 2017

POSITION SUMMARY:

To work in a partnership with students, staff, parents and the community in accordance with the district's vision and mission to promote student achievement.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ESSENTIAL FUNCTIONS:

- Administers appropriate assessments to students to evaluate skill level, progress and achievement, when necessary or at the direction of the Multi-Disciplinary Evaluation Team.
- Provides instruction consistent with students' Individualized Education Plans and the State Standards, using strategies, methods and materials appropriate to the learner's abilities, needs and learning style.
- Develops materials and behavioral management strategies which will enable more effective learning.
- Recommends adapted equipment or assistive technology, as appropriate, to promote student success in all environments.
- Schedules and participates in Multi-Disciplinary Conferences, IEP Meetings and parent conferences as needed or appropriate.
- Develops and revises Individual Educational Programs for students as necessary.

- Completes DSC (Direct Service Billing–Medicaid Reimbursement Program) forms and paperwork as necessary.
- Completes ESY (Extended School Year) documentation and forms as necessary.
- Consults with parents, staff and outside agencies as appropriate or necessary.
- Identifies and requests materials, supplies and equipment to enable implementation of IEP goals and objectives, within specified timelines.
- Maintains and submits to the Speech-Language Coordinator in accurate class lists quarterly, IEP data for measuring progress towards objectives, IEP quarterly reviews and other required district and compliance documentation.
- Attends required department and campus meetings.
- Identifies and requests environmental accommodations, adaptive curriculum, alternative strategies and communication means for students in inclusive settings.
- Performs initial articulation, voice, fluency and language evaluations and re-evaluations on referred students when indicated.
- Writes and submits an evaluation summary report on each student evaluated, within required timelines.
- Schedules students for direct and consultation services as indicated in the IEP being mindful of conflicts and other program needs.
- Coordinates IEP Meetings with related service providers.
- Assumes responsibility for IEP as the primary service provider.
- Prepares and monitors students in inclusive settings; consults with general education teachers regarding student readiness, progress and management.
- Suggests ways to integrate program goals and objectives into daily classroom and home activities.
- Demonstrates knowledge of content and therapeutic knowledge.
- Demonstrates knowledge of students.
- Select IEP goals and objectives.
- Demonstrates knowledge of resources.
- Designs coherent instruction.
- Assesses student learning.
- Creates an environment of respect and rapport.
- Establishes a culture for learning.
- Manages session procedures.
- Manages student behavior.
- Organizes physical space and resources.
- Communicates clearly and accurately.
- Uses question and discussion techniques.
- Engages students in learning.
- Provides feedback to students.
- Demonstrates flexibility and responsiveness.
- Reflects on instruction.

- Maintains accurate records.
- Communicates with families.
- Contributes to school and district.
- Grows and develops professionally.
- Shows professionalism.
- Assesses student eligibility.

MARGINAL DUTIES:

- Assists other personnel as may be required for the purpose of supporting them in the completion of their work activities.
- Completes other job related duties as assigned by the supervisor.

SUPERVISORY RESPONSIBILITIES:

- Supervises and evaluates any assigned SLPA's.
- May supervise SLT's, CF year for new graduates and student interns from local universities.
- Supervises and evaluates any assigned paraprofessionals or aides.
- Supervises students.
- Supervises any assigned parent volunteers or chaperones.

OTHER SKILLS/ABILITIES/KNOWLEDGE/WORK STYLE:

- Demonstrates the ability and desire to provide outstanding customer service.
- Demonstrates the ability to effectively use technology as a tool for planning and implementing instructional strategies.
- Demonstrates the ability to work effectively under time constraints.
- Must be organized with the ability to multitask.
- Must be detailed-oriented and self-motivated.
- Must have excellent memory and ability to function well under stress.
- Must be able to work independently with minimal supervision and/or assistance.
- Must demonstrate an extremely high regard for confidential and sensitive information.
- Must demonstrate flexibility, common sense, and good judgment.
- Must have ability to keep abreast of information pertinent to the job.
- Must maintain a well-groomed appearance.
- Must have a basic knowledge of computers.

CERTIFICATES, LICENSES AND REGISTRATIONS REQUIRED:

- Must have authorization to work in the United States as defined by the Immigration Reform Act of 1986.
- Must have fingerprint clearance card.
- Must meet all Arizona Department of Education certification requirements.
- Speech-Language Pathology Certificate- Department of Education.
- Arizona Licensure for Speech-Language Pathology.

EDUCATION AND/OR EXPERIENCE:

- Master's degree (M.A./M.S.) required, CCC, CFY supervision available.
- CPR/First Aid, preferred.

LANGUAGE SKILLS:

- Demonstrates the ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Demonstrates the ability to write routine reports or correspondence.
- Demonstrates the ability to speak effectively before groups of customers or employees of the organization.

MATHEMATICAL SKILLS:

- Demonstrates the ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference and volume.
- Is able to apply concepts of basic algebra and geometry.

REASONING ABILITY:

- Demonstrates the ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Is able to read and interpret a variety of instructions and data furnished in written, oral, diagram, or schedule form.
- Utilizes student testing and related data to identify student strengths and weaknesses.

PHYSICAL DEMANDS:

- Regularly required to stand, reach with hands and arms, talk or hear and taste or smell.
- Frequently required to use hands to finger, handle, or feel objects, tools, or controls.
- Must be able to walk, and occasionally climb or balance; stoop, kneel, crouch or crawl.
- Must regularly lift and/or move up to 50 lbs.
- Must have close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

ENVIRONMENTAL CONDITIONS:

- The noise level in the work environment is usually moderate.
- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

COMMENTS:

This job description is intended to be representative of the work performed by employees in this position and is not all-inclusive. The omission of a specific duty or responsibility will not preclude it from the position if the work is similar, related, or a logical extension of position responsibilities as defined by the supervisor.

This is a temporary management guide tool, subject to change.