

Lenawee ISD

Role Description

Position Title: Speech Language Pathologist
Area: Special Education
Reports To: Regional Supervisor
Supervises:
Last Revised: February 2017

SUMMARY:

To help reduce or eliminate speech and language impairments that interfere with the individual student's ability to benefit from his/her educational program.

ESSENTIAL JOB FUNCTIONS *include the following. Other duties may be assigned.*

- Performs diagnostic evaluations on all students referred for services
- Contacts appropriate persons, when indicated, who could provide information which may facilitate diagnosis and treatment plans
- Consults with each classroom teacher involved with students who will be receiving speech and language services
- Sets up a schedule for the speech and language program which takes into consideration the student's total academic and non-academic program
- Consults with building principal(s) concerning suitable classroom space in which to conduct speech and language programming
- Assists, in cooperation with supervisor and speech department staff, in developing all necessary procedural guidelines used in the department
- Provides speech and/or language therapy in individual or group settings and disseminates progress reports to parents, teachers, principals and those supportive service personnel as appropriate
- Follows federal, state and local laws, rules, guidelines, and policies
- Maintains professional competence in field by attending and participating in professional organizations, workshops, conferences, staff meetings
- Assists in conducting in-service training programs to acquaint regular and special education personnel with the needs and ways of working with students with speech/language impairments
- Assists in developing all necessary procedural guidelines used in the department
- Complies with rules and regulations around Child Find
- Maintains accurate, complete, and correct records as required by law, district, policy, and administrative regulation
- Makes provisions for being available to students, their parent/guardians, and school staff for education related purposes both during and outside the instructional day when required or requested to do so under reasonable terms
- Provide consultation and collaboration to students, their family members, and school staff
- Supports Strategic Plan and School Improvement process

- Focuses on student achievement and growth
- Aware of and complies with LISD Policies and Procedures in support of non-discrimination standards
- Assumes other responsibilities and performs other duties as assigned by regional supervisor

- Universal Health Precautions:
 - Practices universal health precautions as outlined in the LISD Health Information Packet and/or described by the LISD school nurse
 - Stays informed of changes in current universal health precautions as described in the most current LISD Health Information Packet and/or as described by the LISD school nurse
 - Maintains adequate amounts of health equipment in assigned work area so to be able to properly handle bodily fluids based on universal health precautions guidelines and/or input from the LISD school nurse

- Lifting/Body Mechanics:
 - Follows LISD recommended body mechanics/lifting in-service schedule
 - Practices proper and safe lifting techniques when moving, transferring, and lifting people and/or objects as described per LISD approved lifting in-service(s) and materials

- Competencies, Skills and Abilities:
 - Ability to use computer for tasks such as basic word processing, daily email, electronic calendaring, excel data processing, student data systems, etc.
 - Ability to balance figures
 - Ability to compile statistics
 - Ability to coordinate itineraries/meetings/events/schedules
 - Ability to research information
 - Ability to prioritize multiple tasks
 - Ability to deal effectively with a changing environment and be open to new ideas
 - Ability to communicate in person, via phone and computer

- Physical Demands:
 - Occasional reaching/stooping/bending/kneeling/ crouching
 - Must be able to move intermittently throughout the work day with frequent prolonged standing/walking/ talking
 - Must be able to read and speak the English language
 - Must have visual acuity
 - Must be able to see, hear, and move intermittently, or use prosthetics that will enable you to function adequately to assure that the requirements of this position can be fully met.
 - Must be able to cope with the mental and emotional stress of the position

- Working Conditions:

- Handle high stress and multi-task situations
- Must have a regular and reliable level of attendance
- Occasional pressures due to multiple calls and projects
- May be exposed to long and/or irregular hours

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential job function satisfactorily. The requirements listed above 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.

EDUCATION and/or EXPERIENCE:

Required:

- Master’s Degree in Speech

Preferred:

- Experience with young and school aged children

REQUIRED CERTIFICATES, LICENSES, and REGISTRATIONS

- Valid Michigan Teaching Certificate as a teacher of the Speech and Language Impaired as approved by the Michigan Board of Education
- Other certification may satisfy eligibility to be employed in this position as determined by the LISD

TERMS OF EMPLOYMENT

Weeks, salary, and fringe benefits per LIEA master contract. Exempt.

EVALUATION

Performance of this job will be evaluated in accordance with provisions of the LISD Board Policy on “Staff Evaluation.”

Approved by: _____

Date: _____

Reviewed and Agreed to by: _____

Date: _____