

SCHOOL DISTRICT OF ALACHUA COUNTY
PATHOLOGIST, SPEECH LANGUAGE
JOB DESCRIPTION

FLSA: **Exempt** **BARGAINING UNIT** Yes
ELIGIBILITY:
SALARY SCHEDULE: Instructional

QUALIFICATIONS:

- (1) Masters degree from an approved accredited educational institution and licensure by the State of Florida in Speech Language Pathology; or
- (2) Bachelors or Masters degree from an accredited educational institution and certification or qualified in accordance with Florida Statutes and State Board Rules.
- (3) May be required to hold a valid Florida driver's license and to provide own transportation.

KNOWLEDGE, SKILLS AND ABILITIES:

Ability to develop and implement treatment plans. Comprehensive knowledge of assessment and remediation of speech/language impairments. Knowledge of federal, state and District laws, rules, and guidelines relating to program implementation. Knowledge of the Code of Ethics and Principals of Professional Conduct. Ability to function as a team member and to interact effectively with students, teachers, and parents. Ability to maintain accurate records and manage time efficiently. Ability to maintain confidentiality.

REPORTS TO:

Principal or designee

JOB GOAL

To provide a comprehensive program of speech/language services to appropriately identified students and assist them in becoming effective communicators.

SUPERVISES:

Assigned Personnel

PERFORMANCE RESPONSIBILITIES:

- * (1) Develop and write an Individual Education Plan (IEP) for every student enrolled in the speech and language program.
- * (2) Select or prepare materials and supplies for program implementation, including therapy, classroom, and home activities.
- * (3) Sequence activities appropriately.
- * (4) Plan educationally relevant therapy.
- * (5) Establish schedules for delivery of services.
- * (6) Prepare reports and interpret state standards for program eligibility.
- * (7) Prepare and maintain audit files on students in the speech/language program.
- * (8) Assist in the enforcement of school rules, administrative regulations, and School Board policies.
- * (9) Use technology resources effectively.

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- * (10) Identify students who have speech and/or language impairments through screening and/or diagnostic assessments.
- * (11) Determine eligibility for the speech/language program.
- * (12) Screen student's hearing and refer for further audiological assessment when needed.
- * (13) Reevaluate students enrolled in the speech and language program every three (3) years.
- * (14) Assess student progress and communicate that information knowledgeably and responsibly to students, parents, and professional staff.
- * (15) Conduct educationally relevant therapy for eligible students.
- * (16) Implement the Individual Education Plan (IEP).
- * (17) Provide teachers with strategies for classroom modifications.
- * (18) Monitor and share results of progress toward goals with parents and teachers.
- * (19) Provide appropriate instruction and modification to students with special needs, including students who have limited proficiency in English.
- * (20) Use appropriate materials, technology and resources to help meet learning needs of all students.
- * (21) Recognize overt indicators of student distress or abuse and take appropriate intervention, referral, or reporting action.
- * (22) Participate in the Educational Planning Team to assist in suggesting interventions and selecting students for evaluation.
- * (23) Use input from parents, teachers, and others involved with the students to develop the IEPs.
- * (24) Consult with and serve as a resource to teachers about speech and language disorders.
- * (25) Attend staffings and other meetings as required.
- * (26) Provide consultation and follow-up services as needed.
- * (27) Participate in appropriate activities for the continuing improvement of professional knowledge and skills.
- * (28) Communicate high learning expectations for all students.
- * (29) Foster student responsibility, appropriate social behavior, appreciation of cultural diversity, and respect for self and others.
- * (30) Communicate effectively, orally and in writing, with other professionals, students, parents and community.
- * (31) Provide accurate and timely information to parents and students about academic and behavioral performance of students.
- * (32) Write or participate in the formation of student IEP or 504 Plans or any other learning plans based on individual student needs.
- * (33) Establish and maintain appropriate discipline and effective behavior management techniques.
- * (34) Collaborate with students, parents, school staff and other appropriate persons to assist in meeting student needs.
- * (35) Work with other teachers in curriculum development, special activities and sharing ideas and resources.
- * (36) Demonstrate knowledge and understanding of curriculum content.
- * (37) Engage in continuing improvement of professional knowledge and skills, including instructional methodology, learning theory, curriculum trends and content.
- * (38) Develop and implement a Professional Development Plan annually in accordance with state and district requirements.
- * (39) Demonstrate punctuality and regular attendance.
- * (40) Assist in enforcement of school rules, administrative regulations and Board policy.

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- *(41) Comply with policies, procedures and programs.
- *(42) Act in a professional and ethical manner and adhere at all times to the Code of Ethics and Principles of Professional Conduct.
- *(43) Establish and maintain a positive, organized, safe, and non-threatening learning environment.
- *(44) Support school improvement initiatives by active participation in school activities, services and programs.
- *(45) Manage materials and equipment effectively.
- *(46) Instruct and supervise the work of volunteers and aides when assigned.
- *(47) Supervise students at all times to ensure a safe and orderly environment.
- *(48) Maintain a clean, attractive and organized learning environment.
- *(49) Maintain accurate and complete records in accordance with District procedures.
- *(50) Maintain confidentiality of student and other professional information.
- *(51) Maintain student grade, attendance, and conduct records in accordance with established procedures.
- *(52) Recognize overt indicators of student distress or abuse and take appropriate intervention, referral, or reporting actions.
- (53) Perform other duties as assigned.

**Essential Performance Responsibilities*

PHYSICAL REQUIREMENTS:

Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force as frequently as needed to move objects.

TERMS OF EMPLOYMENT:

- Salary and benefits shall be paid consistent with the Board's approved salary schedule.
- Length of the work year and hours of employment shall be those established by the Board.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

Job Description Addendum No. 03

Adopted: 7/20/10