

Hobbs Municipal Schools

Job Description

Position: Speech Language Pathologist Assistant

Supervisor: Director of Special Education

General Job Description: To facilitate reduction or elimination of speech and language impairments that interferes with the individual student's ability to benefit from the district's educational program.

Qualifications:

1. A bachelor's degree. Employee must actively pursue master's degree in Speech Language Pathology.
2. A current New Mexico certificate in clinical competency.

Essential Duties and Responsibilities:

1. Organize and conduct identification program.
2. Evaluate speech and language functions.
3. Implement the clinical program.
4. Comply with state standards and district policies in the processes of screening, referral, and placement;
 - a. Follow district procedures for screening, pre-intervention and/or referring students needing a speech/language evaluation.
 - b. Complete evaluations according to state standards and district guidelines.
 - c. Provide a complete diagnostic summary report including a summary of evaluation information and education relevance.
 - d. Cooperate with the Individualized Education Plan Committee, recommending/planning for program services in compliance with state standards.
 - e. When appropriate, make referral for further evaluation.
5. Obtain and use diagnostic information:
 - a. Participate in building committee (e.g. Student Assistance Teams, School Support Teams, etc) in order to provide pre-referral interventions, screening, and/or evaluation referral information.
 - b. Administer appropriate assessments for each area of suspected speech/language impairment, including audiology.
 - c. Demonstrate understanding and use of the principles of psychometric evaluation and interpretation.
 - d. Maintain on-going assessment to verify progress toward established goals.
6. Demonstrate program management skills.
 - a. Maintain communication with the building faculty regarding the role of the SLPA.
 - b. Maintain a physical environment conducive to learning.
 - c. Develop work schedules that will fit the needs of the student, school and faculty.
 - d. Complete Medicaid billing requirements in a timely manner.
 - e. Maintain required continuing education units.
7. Implement Intervention Program.
 - a. Develop and maintain the instructional component of the IEP according to the results of the evaluation and on-going assessment of progress.
 - b. Develop long-range goals and specific objectives.
 - c. Provide weekly lesson plans.
 - d. Include methods and materials in planning.
 - e. Document student progress, attendance, and provide progress reporting in timely manner to required recipients.

- f. Use a variety of approaches and materials to address the IEP that are compatible with the student's age and interest.
 - g. Stay abreast of and implement new instructional strategies.
 - h. Attend workshops, in-service training, university programs to obtain up-to-date information in the area of speech and language.
 - i. Implement instructional activities in a logical sequence.
 - j. Maintain current and timely therapy notes.
 - k. Stimulate and interact with students to enhance student performance.
8. Complete other tasks as deemed appropriate by the immediate supervisor and/or the superintendent.

Work Environment:

The Speech Language Pathologist Assistant shall be assigned office space amenable to individual and small group consultations. When working with individual students or groups of students or staff in the schools, a reasonable clean and distraction-free area is to be jointly discussed with the building supervisor; when possible, such space is to be reserved for testing or therapy on a reasonable weekly schedule. It shall be the duty of the pathologist to maintain a travel schedule from one location to another, and to provide timely notices when published schedules cannot be maintained. Must be able to work within various degrees of noise, temperature and air quality. Job responsibilities require both inside and outside assignments. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignments without direct supervision. Occasional after hour work may be required. Must be able to work under stressful conditions. After hour work may be required. This job requires much traveling in a given day, dependent upon student caseload in a school district. May make site or home visits when needed or appropriate.

Physical Requirements:

Sitting, standing, lifting, and carrying (up to 50 pounds), reaching, climbing, squatting, kneeling, and moving light furniture may be required. Adequate vision and hearing ability for monitoring children's verbal and non-verbal responses. Ability to provide good speech/language model.

Safety and Health Requirements:

1. Bloodborne Pathogens Standard Training
2. Child Abuse/Substance Abuse Workshop

Equipment/Material handled:

The Speech Language Pathologist Assistant shall be assigned a variety of evaluation and consulting materials which are to be appropriately stored and accounted for. A reference library, consisting of privately and school owned resources is to be adequately maintained to provide quick and acceptable assistance. All media resources and borrowed material are to be judiciously used, and are to be maintained in a reasonably unsoiled and non-damaged fashion. Must know how to properly operate or be willing to learn to operate all multimedia equipment including current technology.

Terms of Employment:

Salary and work year to be established by the Board.