

**TITLE****Speech Language Pathologist****QUALIFICATIONS**

Minimum of a Master's Degree;  
Valid Tennessee teaching license with an appropriate endorsement of  
Speech Language Pathologist;  
*Certification of Clinical Competencies (CCCs -Preferred)*  
Strong written, verbal, presentation and interpersonal skills; and  
Meets health and physical requirements.

**JOB GOAL**

**To identify students with communication disabilities; to plan and implement appropriate treatment to minimize adverse impact on student success; to recommend treatment plans; and to provide direction to the Speech Language Pathologist Assistant.**

**ESSENTIAL FUNCTIONS**

- Assess students' communication skills (e.g., articulation, fluency, voice, expressive and receptive language, etc.) to identify communication disorders, to determine program eligibility, and to develop recommendations for treatment.
- Collaborate with a variety of groups and/or individuals (e.g., parents, teachers, physicians, administration, maintenance personnel, team members, other professionals, etc.) to communicate information, to resolve issues and to provide services in compliance with established guidelines.
- Coordinate meetings and processes for eligible students (e.g., testing/screening, IEPs, parent conferences, pre-referral staffing, etc.) to present evaluation results, develop treatment plans, and/or provide training to parents/students/staff.
- Develop treatment plans, interventions and/or educational materials to minimize the adverse impact of communication disorders in compliance with regulatory requirements.
- Instruct assigned support staff to provide information on communicative disorders, the use of assistive devices and feeding techniques and/or implementing prescribed treatment plans.
- Instruct eligible students in the use of appropriate communication technologies (e.g., hearing aids, FM systems, augmentative communication devices, etc.) to minimize the adverse educational impact of communication disorders in accordance with established guidelines and legal requirements.
- Interpret medical reports within the scope of Speech/Language Pathologist's experience and goals to provide information and/or to ensure that treatment/intervention plans are appropriate.
- Maintain files and/or records (e.g., progress reports, activity logs, billing information, treatment plans, required documentation, quarterly reports, screening results, etc.) to ensure the use of available information as required for reference and/or compliance.
- Participate in meetings, workshops, and seminars (e.g., training, IEPs, team meetings, etc.) for to convey and/or gather information.
- Perform site visits at multiple work sites including home visits to provide therapy and assistance as required.
- Prepare a wide variety of written materials (e.g., activity logs, correspondence, memos, treatment plans, Medicaid billings, reports, required documentation, etc.) to documenting activities, to provide written reference, and/or to convey information.
- Provide speech and language therapy to students to minimize the adverse impact of speech and language disorders on student success.
- Research resources and methods (e.g., intervention and treatment techniques, assessment tools

and methods, community resources, etc.) to determine the appropriate approach for addressing students' needs.

- Respond to inquiries (e.g. parents, teachers, staff, students, etc.) - providing information and/or referral as appropriate.
- Transport supplies and equipment to a variety of sites to ensure the availability of items as needed.
- Perform other related duties as assigned to ensure the efficient and effective functioning of the work unit.

## **PHYSICAL DEMANDS**

This job may require lifting of objects that exceed fifty (50) pounds, or the average weight of a child, if assigned to an elementary school, with frequent lifting and/or carrying of objects weighing up to twenty-five (25) pounds. Other physical demands that may be required are as follows:

1. Pushing and/or pulling
2. Climbing and/or balancing
3. Stooping, kneeling, crouching and/or crawling
4. Reaching, handling
5. Talking
6. Hearing
7. Seeing

## **TEMPERAMENT (Personal Traits)**

1. Adaptability to performing a variety of duties, often changing from one task to another of a different nature without loss of efficiency or composure.
2. Adaptability to accepting responsibility for the direction, control, or planning of an activity.
3. Adaptability to dealing with people.
4. Adaptability to generalizing, evaluations, or decisions based on sensory or judgmental criteria.
5. Ability to handle conflict appropriately.
6. Good interpersonal skills.
7. Ability to use time wisely.
8. Proficient in verbal and written communication.
9. Good organizational skills.
10. Respect for confidentiality of information.
11. Ability to respect organization in a positive manner.
12. Enthusiasm.

## CAPACITY AND ABILITY REQUIREMENTS

Specific capacities and abilities may be required of an individual to learn or adequately perform a task or job duty.

1. *Intelligence*: The ability to understand instructions and underlying principles. Ability to reason and make judgments.
2. *Verbal*: Ability to understand meanings of words and the ideas associated with them.
3. *Numerical*: Ability to perform arithmetic operations quickly and accurately.
4. *Manual Dexterity*: The ability to move the hands easily and manipulate small objects with the fingers.
5. *Color Discrimination*: The ability to perceive or recognize similarities or differences in colors or shades or other values of the same color.
6. *Data Perception*: Ability to understand and interpret information presented in the form of graphs, charts or tables.

## WORK CONDITIONS

Normal working environment. This job is performed in a generally clean and healthy environment.

Qualifies for the **PROFESSIONAL EXEMPTION** from the requirements of the *Fair Labor Standards Act (FLSA)* in regard to overtime. The employee is not entitled to the overtime rate of pay (time and a half) when the employee works over forty (40) hours in the defined work week (from Sunday 12:00 a.m. and continues through the following Saturday at 11:59 p.m.).

## TERMS OF EMPLOYMENT

Expected to complete a Work Agreement for the traditional 200-day work year.

**IMMEDIATE SUPERVISOR** – School Principal, first and then the Supervisor of Special Education

## GENERAL REQUIREMENTS

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not intended to be a complete list of responsibilities, duties and skills required of personnel so assigne