

# **WARREN COUNTY PUBLIC SCHOOLS**

210 North Commerce Avenue Front Royal, Virginia 22630

Phone (540) 635-2171

## **Speech and Language Pathologist Position Description**

**LOCATION:** Various Schools

**JOB CATEGORY:** Professional

**PAY GRADE:** Grade 34

**FSLA:** Exempt

**IMMEDIATE SUPERVISOR:** Director of Special Services/School Administrator

### **GENERAL DEFINITION AND CONDITIONS OF WORK**

Completes a variety of tasks such as activities designed to develop pre-language and language skills, oral-motor control for speech production, vocalization, and use of assistive technology devices for communication; works with students who have identified speech and language disorders as well as other disabilities; performs related duties as assigned.

### **ESSENTIAL FUNCTIONS/TYPICAL TASKS**

The minimum performance expectations include, but are not limited to, the following functions/tasks:

- Provide a speech and language program for students with speech and language disabilities.
- Provide a resource room management system that provides for effective small group or one-to-one instruction in speech and language.
- Monitor pupil learning on a continuous progress hierarchy of skills.
- Diagnose and prescribe speech and language programs on an individualized basis.
- Communicate student progress to parents in a meaningful format (i.e., report cards and conferences).
- Work cooperatively with other teachers who are responsible for a portion of the students' program (i.e., P.E., librarian, team members, etc.).
- Maintain a resource room environment that is conducive to self-discipline and is free of disruptions.
- Assist in county-wide screening of school children for

- hearing, speech, and language potential.
- Stay abreast of current ideas in education through professional reading, in-service and staff development activities.
  - Perform other duties requested by the administration that are deemed necessary for the smooth and effective operation of the school.
  - Conduct IEP conferences for each child.
  - Attend Special Education in-service meetings and conferences.
  - Administer specified pre- and post-tests to each student receiving services.
  - Maintain close contact with parents, professional personnel, and administration concerning each identified child.
  - Assist with assessments for the county wide child find program.
  - Provide services for the Extended School Year program as needed.
  - Conduct monthly SLP meetings.
  - Provide coordination efforts for the materials needed and used by the SLPs.
  - Other Duties as assigned by the Director and/or Supervisor of Special Services

#### **KNOWLEDGE, SKILLS AND ABILITIES**

Thorough knowledge of speech/language pathology equipment, materials, and procedures; normal speech, language, and hearing development; language disorders and rehabilitation; articulation disorders and rehabilitation; acquired disorders and rehabilitation; terminology related to communication disorders; learning patterns in children; children behavior management techniques and strategies; learning difficulties of children with special needs; AAC devices and other assistive technology; standard software applications including iPad applications.

#### **EDUCATION AND EXPERIENCE**

Candidate must possess a bachelor's degree or higher and license by the Virginia Board of Audiology and Speech-Language Pathologist.

#### **SPECIAL REQUIREMENTS**

Candidate must possess good moral character and is expected to be a role model, in and out of school. Candidate must possess the ability to work cooperatively and effectively with a variety of adults and students. Must be able to provide own transportation to school-related functions, the homes of students, community agencies, and schools throughout the division. Frequent operation of office equipment is required.

### **PHYSICAL DEMANDS/REQUIREMENTS**

Duties performed typically in school settings to include: offices, conference centers, and classrooms. Frequent walking, standing, stooping, lifting, up to approximately 20 pounds, and occasional lifting of materials and/or equipment weighing up to 40 pounds may be required. Other limited physical activities are required. Frequent operation of a vehicle and office equipment is required. Regular and frequent contact made at all organizational levels for the purpose of developing and achieving organizational goals and missions. Vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for preparing and analyzing written or computer data, determining the accuracy and thoroughness of work. Contact with students with special needs is a requirement. Regular contact with other staff members, administrators, and parents is required. Contact with parents by phone and in person may be necessary. Occasional contact with medical professionals may be required.

### **EVALUATION**

Will be evaluated by the appropriate administrator at the school level on the basis of the duties outlined in this document and jointly agreed upon job targets with input from the Director and/or Supervisor of Special Services.