

**TITLE:                   Speech Language Pathologist Assistant I**

**CLASSIFICATION:       Classified Staff**

**Requirements:** Undergraduate degree in Communication Science and Disorders or equivalent, and is currently enrolled in an accredited graduate program for the purpose of completing licensure requirements as a Speech-Language Pathologist. Demonstrated ability and interest in working with children who have speech and language delays. Proven physical stamina to meet daily obligations.

**Reports to:** The Speech Assistant shall report to the Supervising Speech-Language Pathologist and Cooperative Director.

**Expectations:**

- Demonstrates neat and clean appearance that reflects proper grooming at all times.
- Shows willingness to accept criticism.
- Demonstrates dependable and punctual work habits.
- Exercises initiative and good judgment.
- Carries out assigned tasks in a timely manner and utilizes time effectively.
- Maintains strict confidentiality on all matters relating to student disabilities.
- Attends training and workshop opportunities as directed.
- Demonstrates ability to supervise and direct students.
- Follows all Cooperative and district policies and procedures.

**Duties:**

- Is responsible for performing the assigned duties under the direct supervision of a licensed speech/language clinician.
- Works in harmony with and supports the decisions of the supervisor.
- For each student receiving therapy, assists in developing and maintaining an individual therapy plan as requested by the licensed clinician.
- Provides direct therapy for each assigned student or group according to prescribed plans.
- Provides continuous assessment of student progress and communicates programs to supervisor.
- Consults with supervisor concerning the need for changes in the student's individual plan.
- Keeps data and assists in management of speech therapy records according to procedures and standards set by the supervisor.
- Completes all such duties as assigned by the Speech-Language Pathologist allowed under ARM 8.62.505.
- Actively participates and offers constructive support with Co-op program improvement initiatives.

**Reviewed and agreed to by:**

\_\_\_\_\_ **date** \_\_\_\_\_

**The Big Sky Special Needs Cooperative reserves the right to revise or change job duties as the need arises. The purpose of this Job Description is to illustrate the nature of the job. It does not in any way represent an employment contract.**