

Fountain-Ft. Carson School District Eight
Job Description

Job Title: **Speech Therapist**
 Pay Schedule/Grade: **Certified**
 Prepared/Revised Date: **April 11, 2012**

Reports To: **Principal**
 FLSA Status: **Exempt**
 Work Year: **187 days**

SUMMARY: Responsible for screening, evaluating, implementing, and modifying therapeutic treatments and interventions for students identified with or suspected of having speech/language disabilities/deficits. Disabilities/deficits may include, but are not limited to, cognitive, voice, swallowing, muscular, augmentative/alternative communication disorders, and hearing impairments.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The frequency and percentage of time of duties may vary based on building assignment or department.*

Job Tasks Descriptions	Frequency
1. Develop and implement intervention plans based on student needs and evaluation results.	D
2. Screen, evaluate, and assess student's ability related to speech/language, cognitive, voice, swallowing, muscular, augmentative/alternative communication disorders, and hearing impairments. Formulate the student's profile through a variety of functional, behavioral, and standardized assessments, skilled observation, checklists, histories, and interviews.	D
3. Synthesize evaluation results into a comprehensive written report which reflects strengths and barriers to successful speech/language, directs program development, and guides evidence-based intervention.	D
4. Maintain clinical and administrative records in accordance with professional standards, state guidelines, and District policy.	D
5. Assign work to and guide the work of Speech Therapist Assistant(s). Meet with Assistant(s) to review cases, answer questions, address issues, and review the students' progress.	D
6. May be required to drive between District sites to meet the essential functions of the position.	D
7. Participate in multidisciplinary meetings to review evaluation results, integrate findings with other disciplines, offer recommendations, and develop Individualized Education Plans (IEPs) and intervention plans to achieve IEP goals.	W
8. Educate student, educational personnel, and family to facilitate skills in areas of speech/language, health maintenance, and safety and to increase understanding of the student's performance.	W
9. Participate in professional organizations, continuing education, and inservices to continually improve professional knowledge and skill.	M
10. Perform other duties as assigned.	Ongoing

EDUCATION AND RELATED WORK EXPERIENCE:

- Masters degree in Speech Pathology
- Two years of experience in speech/language pathology. Experience in a school setting preferred.

LICENSES, REGISTRATIONS or CERTIFICATIONS:

- Colorado Department of Education Professional license.
- Valid Colorado driver's license.
- Criminal background check required for hire.

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TECHNICAL SKILLS, KNOWLEDGE & ABILITIES:

- Advanced oral and written communication.
- Advanced interpersonal skills.
- Advanced time management, problem solving, and analytical skills.
- Strong organizational and multi-tasking skills.
- Advanced knowledge of children with special needs.
- Advanced knowledge of speech/language therapy practices and procedures.
- Ability to maintain confidentiality in all aspects of the job.
- Fluency in second language preferred.
- Knowledge and use of speech/language therapy theories, models of practice, principles, and evidence-based practice to guide intervention decisions.
- Knowledge of the federal, state, local legislation, regulations, policies, and procedures that mandate and guide speech/language therapy practice in schools.
- Ability to promote and follow Board of Education policies, Superintendent policies, building, and department procedures.
- Ability to communicate, interact, and work effectively and cooperatively with all people, including those from diverse ethnic and educational backgrounds. Willingness to contribute to cultural diversity for educational enrichment.
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment, and report unsafe conditions to the appropriate administrator.

MATERIALS AND EQUIPMENT OPERATING KNOWLEDGE:

- Operating knowledge of and experience with speech/language therapy equipment and assistive technology.
- Operating knowledge of and experience with personal computers, peripherals, and office software.
- Operating knowledge of and experience with typical office equipment, such as telephones, copier, fax machine, E-mail, etc.

REPORTING RELATIONSHIPS & DIRECTION/GUIDANCE:

	POSITION TITLE	
Reports to:	Principal	
	POSITION TITLE	# of EMPLOYEES
Direct reports:	Speech Therapist Assistant	1

- Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws.
- Responsibilities include training employees; planning, assigning, and directing work; addressing complaints and resolving problems; and assisting Director with interviewing and hiring employees, appraising performance, and rewarding and disciplining employees.

PHYSICAL REQUIREMENTS & WORKING CONDITIONS: *The physical demands, work environment factors and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

PHYSICAL DEMANDS: While performing the duties of this job, the employee is regularly is required to use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee is frequently required to sit, stand, and walk. The employee is occasionally required to stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT: The noise level in the work environment is usually moderate.

MENTAL FUNCTIONS: While performing the duties of this job, the employee is regularly required to communicate, compare, analyze, instruct, synthesize, and use interpersonal skills. The employee is frequently required to copy and compile. The employee is occasionally required to coordinate, compute, and negotiate.