

## **Professional Staff Position (Job Description)**

- Title: Speech Therapist/Speech Pathologist
- Qualifications: An individual assigned to this position must have a Master's Degree from an accredited institution and hold a valid Wyoming certificate issued by the Wyoming Professional Teaching Standards Board with an endorsement of Speech Therapist or Speech Pathologist.
- Reports To: Special Education Director and Building Principals
- Job Goals: To evaluate and develop an educational plan to meet the specific needs of students who would qualify for speech articulation or language deficiencies as diagnosed via referral for special needs programming as defined by local rules and regulations, state rules and regulations, and federal rules and regulations governing students with disabilities.
- Terms of Employment: A nine-month contract with the provision that if services are needed outside the usual school year and if agreeable to both parties, the employee may be asked to work and will receive compensatory days off and shall be placed on the teacher's salary schedule. Working conditions and fringe benefits will be determined by the Board.

### Performance Responsibilities:

1. Evaluate and diagnose specific articulation or language deficits of referred students within the schools they are assigned.
2. Design and develop an Individualized Education Plan (IEP) for each student that meets the qualifications for direct services for articulation or language deficiency.
3. Coordinate the efforts and completes all necessary paperwork and forms to enroll a student in special education programs within the school district.
4. Collaborate with all teaching staff in development of a variety of strategies to meet the educational needs of all students within the building.
5. Promote positive public relations with the community and within the school district by using positive verbal and non-verbal communication and interaction skills at all times.
6. Follow all school district policies and procedures.
7. Assist with the screening activities of students at each building they are assigned to.
8. Assist and/or develop new programs as necessary to meet the needs of identification of potential and existing special programs students in the area of articulation or language deficiency.

9. Perform other duties as assigned by the building principal.
10. Know Public Law 101-476 (I.D.E.A.), Rules and Regulations Governing Students with Disabilities in Wyoming Public Schools, and local rules and regulations governing services to students with disabilities.
11. Know computerized Special Education Program.
12. Know basic computer commands to run software related to word processing applications on a personal computer.
13. Be able to follow and successfully complete both written and oral directions.
14. Be able to enunciate clearly and communicate positively through the workday.
15. Be able to calculate accurately.
16. Possess visual acuity, aided or non-aided, to read and interpret accurately written reports of a technical nature.
17. Possess the skills necessary to write written reports of a technical nature and have the skills necessary to paraphrase the same to parents or other staff members in a fashion that everyone is able to understand.
18. Be able to work with various personality types.

Adopted: June 17, 1999