

SPEECH-LANGUAGE PATHOLOGY ASSISTANT

JOB SUMMARY: Under supervision of a fully credentialed Speech and Language Therapist, provide speech-language pathology services to students identified with speech and language disorders including articulation/phonology, cognition, language, motor speech, voice, fluency and hearing disorders; support, supplement and enhance the speech-language pathology services provided to identified students.

ESSENTIAL FUNCTIONS (include but not limited to):

- Conduct speech-language screenings without interpretation using screening protocols determined by the supervising/fully credentialed Speech and Language Therapist and assist with the development of activities to address treatment plans.
- Provide direct treatment assistance to student.
- Follow and implement documented treatment plans in one-on-one, small group and/or classroom settings. Document student progress toward meeting established objectives and report the information to the Speech and Language Therapist.
- Assist during the assessments, including but not limited to formal documentation, preparing materials, and performing clerical duties. Perform checks and maintenance of equipment, including but not limited to augmentative communication devices.
- Schedule activities and prepare charts, records, graphs and data. Accompany students to and from therapy session. Maintain confidential files and compliance information pertaining to students and their families.
- Maintain student files and records; perform recordkeeping schedule, copying and basis clerical functions. Attend meetings as assigned for the purpose of conveying and/or gathering information required to perform SLPA functions. Interact professionally and appropriate with children, staff and parents.

- Perform related duties as assigned.

EMPLOYMENT STANDARDS:

Required:

- Graduation from a recognized school or program with a Speech Language Pathology Assistant AA or AS degree approved by the Board of Speech Language Pathology and Audiology (Board) or Equivalent SLPA degree program (out-of-state training) as approved by the Board or Bachelor's degree in Speech Language Pathology or Communicative Sciences, including 70 hours of clinical experience.
- Equivalent to completion of high school.
- Ability to communicate effectively.

Desirable:

- Previous experience in public school system or institute of higher education.
- Valid California Driver's License.
- Valid Speech Language Pathology Assistant (SLPA) license issued by the California Speech Language Pathology and Audiology Board.

Knowledge of:

- Formal academic, technical and clinical aspects of the speech and language pathology field. Speech and language pathology equipment including but not limited to augmentative communication devices.
- Remediation strategies involved in the enhancement of student speech, language and communication skills. Analytical, organization and human relation skills. Operate standard office and classroom equipment including computers and software.

Ability to:

- Conduct speech and language screenings. Assist in the development of activities to address treatment plans. Follow and implement treatment plans developed by supervising Speech and Language Therapist.
- Document student progress toward goals. Assist in the formal documentation, preparation of materials, and performance of clerical duties involved in assessments.
- Assist with the implementation of effective remediation strategies. Assist students with meeting IEP goals and objectives. Demonstrate an understanding, patience and receptive attitude toward special education students.
- Communicate effectively both orally and in writing. Maintain confidentiality. Plan and organize work. Meet scheduled timelines. Work independently making judgments and decision within scope of duties.
- Requires sufficient arm, hand and finger dexterity in order to operate a personal computer keyboard, typewriter and other office equipment. Requires visual acuity to read words and numbers.
- Requires lifting of light to moderate objects (between 20 to 30 lbs.) on an occasional basis and sufficient ambulatory ability to stand for sustained periods of time. Requires ambulatory ability to go to different locations. Requires the ability to take precautions against a nominal exposure to health and safety risks. Requires speaking and hearing to communicate in person or over the phone.