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Date Adopted: 2015-2016
Range: V
Classification: Classified
Term: Student Attendance Days

Job Description

Speech and Language Therapy Assistant

DEFINITION

Assist a Speech and Language Therapist or Audiologist in supplementing, enhancing, and extending speech/language therapy services for pupils with speech and language disorders. Assists in providing training and use of augmentative and alternative communication devices and technology.

EXAMPLES OF DUTIES – *Not all inclusive*

- Assists a Speech and Language Therapist in assessment of students' communication skills without interpretation. Follows Individualized Education Program (IEP) goals and treatment plans.
- Assists and implements speech and language therapy exercises to supplement, enhance, and extend therapy for articulation/phonology, cognition, motor speech, dysphasia voice, fluency, craniofacial anomalies, hearing and child and adult language.
- Schedules screening and interventions with students and families. Provides orientation on the goals for interventions and exercises that can be done in the home environment.
- Conducts speech and language screenings generally accepted tests and assessment techniques and protocols that are set up by a therapist.
- Follows documented treatment plans and documents results and progress toward the student's treatment and individualized education plan goals.
- Observes and influences/controls behavior and interaction of students according to approved positive behavior management techniques.
- Assists in developing short and long range therapeutic goals and treatment programs to meet students' individual needs. May work with other providers such as physicians, psychologists, social workers, physical and occupational therapists, counselors, and teachers conjunction with individual education plans.
- Assists in the development and/or selection of materials that enhance learning and enhancement of communicative skills and abilities.
- Works and interacts with peers, as individuals and/or in team/group settings, in a professional manner that contributes to the District's academic achievement goals.
- Documents student progress toward speech and language IEP goals by preparing charts, records, graphs, and narratives.
- Adapts or modifies instructional classroom materials to student needs.
- Performs other duties as assigned that support the overall objective of the position.

QUALIFICATIONS

Knowledge of:

The position requires basic understanding of the principals and practices surrounding speech/language and hearing pathology. Requires basic knowledge of the State Education Code as it applies to general education and the specific accountability of this position. Requires working knowledge of treatment documentation methods and privacy requirements for data. Requires a working knowledge of personal computer operations including common office productivity software, internet, and specialized computer-aided programs supporting diagnostic assessment. Requires advanced math and interpretive skill to conduct and evaluate inferential statistics. Requires sufficient human relations skills to achieve and maintain trust and cooperation with peers and clients and to use advanced lines of inquiry to obtain personal information from clients. Requires sufficient writing skills sufficient to document interventions using appropriate terminology.

Ability to:

Requires the ability to carry out the functions and objectives of the position. Requires the ability to learn, interpret, and apply District, State, and Federal requirements and objectives for academic achievement. Requires the ability to accurately record and document screening and treatment data in formats that enable further evaluations. Requires the ability to work effectively with professionals and fellow paraprofessionals in carrying out instructional programs. Requires the ability to relate well with students, parents, and all levels of staff. Requires the ability to present self in a professional manner to students, parents, and staff. Requires the ability to optimize a work schedule that involves multiple locations.

Education and Experience:

The position requires an Associate's degree in speech and language pathology and supervised observation and field experience. Clinical experience is preferred.

Licenses, Certifications, and/or Testing Required:

May require a valid driver's license. Valid registration as a Speech/Language Pathology Assistant with the California Speech/Language Pathology Board.

Working Conditions/Environment:

Work is preformed indoors where minimal safety considerations exist.

Physical Abilities:

Requires the ability to function effectively in classroom and office environments, engaged in work of a sedentary to moderately active nature. Requires ambulatory ability to move to various class and meeting room settings. Requires hand-eye-arm coordination ability to use special diagnostic devices and a personal computer keyboard to access and record information. Requires visual ability to recognize words, number, and non-verbal actions of people. Requires auditory ability to project voice and carry out conversations with individuals and small groups in person and over the phone.