

**JOB DESCRIPTION
SPEECH AND LANGUAGE SPECIALIST**

A. Description of Position:

Provides speech and language therapy and related services to students with identified special needs, assesses referred students, formulates and implements I.E.P. goals and objectives. Serves as a resource to site and District personnel and other related duties as assigned.

B. Supervision Received:

Assistant Superintendent of Curriculum and Instruction or administrative designee.

C. Prime Duties & Responsibilities:

1. Assess and diagnose speech, language and hearing disorders, and determine program eligibility.
2. Formulate and implement goals and objectives and establish an individualized therapy program for qualifying students.
3. Provide therapy for students demonstrating problems with receptive and expressive language, voice disorders, speech fluency and hearing impairments.
4. Understand and expedite federal and State regulations as they pertain to speech, language and hearing services.
5. Maintain complete and accurate records of attendance accounting data.
6. Assist parents and teachers in understanding and implementing therapeutic goals for individual children and students.
7. Assume responsibility for an assigned student case load regarding the state mandated IEP review process. This includes but is not limited to:
 - a) Assist in the preparation and conducting of annual and triennial reviews according to legal timelines.
 - b) Complete necessary assessment and develop a written report including preliminary goals and objectives.
 - c) Assist in notifying parents of meeting date.
 - d) Review and update case load files annually or as directed to assure they contain all proper documentation.
 - e) Works in conjunction with psychologist in ensuring the timely completion of Total Service IEP Reports.
8. Cooperate with County personnel and other agencies when supplementary information or services are necessary.
9. Instruct individuals in receptive integrative/processing and expressive language skills.
10. Attend appropriate meetings and staff development programs as directed.

D. Required Qualifications:

1. Valid California Language, Speech and Hearing License/Credential or a Clinical Rehabilitative Services Credential.

E. Salary - 185 days per year. Placement on the Teacher's Salary Schedule plus 6% (REV. 9-23-91)