

Job Title: SPEECH AND LANGUAGE TEACHER

Definition:

Under the supervision of the Director or Coordinator of Student Services, the Speech and Language Teacher is a member of the special education instructional team and is directly involved with students and the school staff. Speech and Language Teachers (SLT) possess a CA Multiple Subjects or Single Subjects credential and are enrolled in a state approved program leading to a CA Clinical Rehabilitative Services credential in Speech and Language Pathology.

Distinguished Characteristics:

A primary focus is the establishment of a positive learning environment that promotes a high level of achievement for all students while considering the background and developmental level of the individual student. The SLT applies principles and knowledge in the assessment, classification and education of students with school-related speech and/or language difficulties. The SLT provides consultation, case management and program management to regular and special education students.

Essential Job Duties:

The following tasks are essential for this position. Incumbents in this classification may not perform all of these tasks, or may perform similar related tasks not listed here.

1. Acts as the speech and language contact at assigned school site(s).
2. Works collaboratively with a licensed SLP employed by the district for supervision.
3. Identifies, recommends, supports, and implements effective speech and language intervention strategies as required and appropriate to ensure that all students' needs are met.
4. Provides effective consultation services to school personnel, parents, and appropriate agencies for speech and language needs.
5. Conducts comprehensive speech and language assessments to include the use of a variety of valid and reliable assessment instruments.
6. Maintains compliance with state and federal laws for establishing special education eligibility; adheres to timelines for completion of assessments.
7. Prepares speech and language reports that integrate assessment data into a concise, organized and educationally relevant report, including interpretation of test results.
8. Schedules and provides direct therapy to students who are eligible for speech and language services.
9. Coordinates all initial, triennial and re-evaluations for speech and language students at their assigned sites.
10. Attends Student Study Team (SST) meetings and Individual Education Program (IEP) meetings in the assigned school(s) as appropriate.
11. Responds promptly and effectively to questions from parents or staff concerning speech and language services and district procedures.
12. Maintains accurate, complete and confidential daily notes, attendance, IEP documents, and other records as required by law, district policy and administrative regulations.
13. Maintains accurate and timely MediCal records and other billing documents.
14. Supervises speech and language para-educator and/or SLPA assigned to site.
15. Works as an active, contributing member of school, district, and SELPA teams to problem solve and create new opportunities. Participates in scheduled speech department meetings.
16. Performs all other duties as assigned.

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Minimum Knowledge, Skill and Ability:

Knowledge of:

- Federal and state laws regarding special education, including assessment and the IEP process
- Child abuse laws and reporting procedures
- Culturally and linguistically diverse backgrounds
- District policies/procedures, rules, regulations, memos, bulletins, announcements and reasonable requests by proper authority

Skill and Ability to:

- Establish and maintain cooperative relationships with students, school personnel, parents, co-workers and the public
- Participate effectively in school site and district level meetings
- Collaborate with other speech and language professionals
- Communicate effectively in the English language both orally and in writing
- Maintain the integrity of confidential information relating to a student, family, colleague or district patron
- Meet schedules and time lines
- Work independently with appropriate direction
- Analyze situations accurately and adopt a course of action
- Use tact, patience and courtesy when dealing with people
- Use electronic communication and computer keyboarding skills, including online IEP document system
- Work harmoniously with others and communicate effectively both orally and in writing, with student, parents and staff
- Maintain professional confidentiality

Training and Experience:

Minimum qualifications:

- Current CA Multiple Subjects or Single Subject Credential
AND
- Continuous enrollment in a state approved program leading to a CA Clinical Rehabilitative Services Credential in Speech and Language Pathology.

Desirable qualifications:

- Bilingual Spanish-English
- Knowledge of American Sign Language

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- Requires vision (which may be corrected) to read small print.
- Requires the mobility to stand, stoop, reach and bend. Require mobility of arms to reach and dexterity of hands to grasp and manipulate small objects.
- Performs work, which may require sitting for prolonged periods.
- Is subject to inside environmental conditions.
- May be required to work at a computer terminal for prolonged periods.
- May be required to take and pass a physical examination.
- Will be required to have live scan fingerprinting completed and cleared prior to beginning work.
- Must have a valid CA divers license and be insured.
- Utilizes own vehicle for transportation as needed.
- Regular attendance to work, punctuality in meeting deadlines, attending required and suggested meetings and following schedules.

Physical Demands:	HPD = Hrs. Per Day		
	Rarely (0 – 1.5 HPD)	Occasionally (1.5-3 HPD)	Frequently (3 – 6 HPD)
Sitting			X
Standing			X
Walking		X	
Bending (neck)			X
Bending (waist)			X
Kneeling	X		
Reaching		X	
Stooping		X	
Crawling	X		
Twisting (back & neck)	X		
Climbing	X		
Pushing/Pulling	X		

		Lifting			Carrying	
	Rarely (0 – 1.5 HPD)	Occasionally (1.5 – 3 HPD)	Frequently (3 – 6 HPD)	Rarely (0 – 1.5 HPD)	Occasionally (1.5 – 3 HPD)	Frequently (3 – 6 HPD)
0 – 10 lbs.		X			X	
11 – 25 lbs.		X			X	
26 – 50 lbs.	X			X		
51 – 75 lbs.	X			X		

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Mental Demands:	Rarely (0 – 1.5 HPD)	Occasionally (1.5 – 3 HPD)	Frequently (3 – 6 HPD)
Problem Solve			X
Make Decisions			X
Supervise			X
Interpret Data			X
Organize			X
Write			X
Plan			X
Multi-Task			X

Equipment Use:	Rarely (0 – 1.5 HPD)	Occasionally (1.5 – 3 HPD)	Frequently (3 – 6 HPD)
Telephone			X
Copier		X	
Computer			X
FAX Machine		X	