

**North Central Educational Service District**  
**Job Description – Speech Language Pathologist**

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**Title:** Speech Language Pathologist  
**Department:** District  
**Classification:** Licensed  
**Supervised by:** Superintendent or Designee  
**Work Year:** 191 Days

**Job Purpose Statement:**

This position is responsible for providing screening and comprehensive evaluation of students referred with suspected speech and language problems. The position will implement prescribed programs/services for identified children/students with speech, language, cognitive, voice, swallowing, oral, muscular, augmentative/alternate communication disorders.

**Job Qualifications: Education and Experience:**

- Master's Degree or higher degree (required) with a major in one or more of the following areas: Speech Pathology, Linguistics, Special Education · Ability to obtain Oregon Board of Examiners permit to supervise SLPA's
- Experience in working as Speech Pathologist in school setting preferred

**Licenses, Certifications, Bonding, and/or Testing Required:**

- Possess a valid Oregon Teaching license with a Special Education Endorsement for teaching of speech and language impaired or Oregon Board of Examiners license, or Certification from Clinical Certification in Audiology and Speech-Language Pathology (CFCC)
- Licensed through Oregon Board of Examiners for Speech-Language Pathology and Audiology
- Criminal Justice Fingerprint Clearance
- Valid Driver's License and evidence of insurability
- Must hold a current recognized first aid card or be willing to obtain same if directed by the district under ORS 342.664 (2).
- Successfully pass district background and drug screening

**Knowledge, Skills, and Abilities:**

- Knowledge of age appropriate teaching methods, state curriculum framework, education code, appropriate instructional subjects.
- Knowledge of current concepts, methods, and procedures for curriculum development and implementation
- Knowledge of laws, rules, policies, and trends regarding instruction and evaluation techniques
- Knowledge of human development and learning, behavior management techniques, and communication techniques
- Skills to motivate students, communicate with individuals from varied educational and cultural backgrounds, direct support personnel, evaluate performance.
- Ability to effectively present information and respond to questions from groups of administrators, staff, and the general public
- Ability to apply commonsense understanding to carry out detailed and basic written or oral instructions
- Ability to apply knowledge of current research and theory to instructional program
- Ability to plan and implement lessons based on district and school objectives, as well as the ability to address the needs and abilities of students to whom assigned

*North Central Educational Service District is an equal opportunity/affirmative action employer committed to workforce diversity and compliance with the Americans with Disabilities Act*

*Updated March 23, 2019*

- Ability to establish and maintain effective relationships with students, peers, and parents
- Skill in oral and written communication
- Ability to perform duties with awareness of all district requirements and school board policies, as well as Oregon law and administrative rule

#### **Essential Job Functions:**

1. Provide appropriate direct and indirect supervision to SLPAs or other SLPs within state and ASHA guidelines
2. Follow district procedures for screening, pre-intervention and/or referring students needing a speech/language evaluation
3. Perform comprehensive initial evaluations using appropriate assessments and in accordance with state, district, and ASHA guidelines to determine eligibility for special education services
4. Develop, organize, schedule, plan and implement individualized programs for all students identified with a speech/language need and being served through special education programs
5. Develop long range goals and specific objectives consistent with student needs
6. Provide skilled speech/ language therapy
7. For assigned case management; initiate, plan, and carry out parent conferences, IEP and eligibility meetings to communicate students' progress or eligibility as necessary to support student success in meeting academic and behavioral goals
8. Complete required documentation in an accurate and timely manner, including all special education forms and Medicaid billing
9. Demonstrate knowledge of effective behavior management techniques, including knowledge of functional behavior assessments, effective motivational and corrective techniques for students with special needs
10. Demonstrate knowledge of effective communication techniques with students, parents, patrons, and other professionals
11. Demonstrate knowledge of laws, rules, policies, and trends regarding instruction
12. Demonstrate professional conduct and be an effective role model for students
13. Maintain regular attendance and promptness in reporting for duty, as well as timeliness in submitting required reports and other professional paperwork
14. Reflect on current performance, identify professional goals and participate in staff development activities which contribute to individual and system wide improvement
15. Comply with District and State standards of professional conduct
16. Corresponds with district staff and stakeholders via email
17. May be asked to translate, if applicable

#### **Workplace Expectations:**

- Work effectively with and respond to people from diverse cultures or backgrounds.
- Demonstrate professionalism and appropriate judgment in behavior, speech and dress in a neat, clean and appropriate professional manner for the assignment and work setting.
- Have regular and punctual attendance.
- Confer regularly with other ESD staff, ESD Districts, and immediate supervisor.
- Follow all District policies, work procedures and reasonable requests by proper authority.
- Maintain the integrity of confidential information relating to a student, family, colleague or District patron.

### Physical Requirements:

1. **In an eight-hour day employee may:**

a. Stand/Walk	<input type="checkbox"/> None	<input type="checkbox"/> 1-4 hrs	<input checked="" type="checkbox"/> 4-6 hrs	<input type="checkbox"/> 6-8 hrs
b. Sit	<input type="checkbox"/> None	<input type="checkbox"/> 1-3 hrs	<input type="checkbox"/> 3-5 hrs	<input checked="" type="checkbox"/> 5-8 hrs
c. Drive	<input type="checkbox"/> None	<input type="checkbox"/> 1-3 hrs	<input checked="" type="checkbox"/> 3-5 hrs	<input type="checkbox"/> 5-8 hrs
2. **Employee may use hands for repetitive:**

<input checked="" type="checkbox"/> Single Grasping	<input type="checkbox"/> Pushing and Pulling	<input checked="" type="checkbox"/> Fine Manipulation
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3. **Employee may use feet for repetitive movement as in operating foot controls:**

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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4. **Employee may need to:**

a. Bend	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> Not at all
b. Squat	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> Not at all
c. Climb Stairs	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> Not at all
d. Lift	<input type="checkbox"/> Frequently	<input checked="" type="checkbox"/> Occasionally	<input type="checkbox"/> Not at all
5. **Lifting:**

<input type="checkbox"/> <b>Sedentary Work:</b> Lifting 10 pounds occasionally with frequent sitting and occasional standing/walking.
<input type="checkbox"/> <b>Light Work:</b> Lifting 20 pounds occasionally with frequent sitting and occasional standing/walking.
<input checked="" type="checkbox"/> <b>Medium Work:</b> Lifting 50 occasionally, 25 pounds frequently with occasional sitting and frequent standing/walking.
<input type="checkbox"/> <b>Medium Heavy Work:</b> Lifting 75 pounds occasionally, 35 pounds frequently with occasional sitting and frequent standing/walking.
<input type="checkbox"/> <b>Heavy Work:</b> Lifting 100 pounds occasionally, 50 pounds frequently with occasional sitting and frequent standing/walking.

### **Mandatory Child Abuse Reporting**

As mandatory reporter (ORS.419b.010) you are required to immediately report to Law Enforcement and or Department of Human Services, any instances of suspected child abuse.

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### **Agreement**

I have reviewed the requirements and expectations for the above position and understand its content. I am aware that my position description may be revised or updated at any time and once notified of changes, I remain responsible for the knowledge of its contents.

The statements contained herein reflect general details necessary to describe the principle functions required of this position, the level of knowledge and the skill typically required and the scope of responsibility.

I, \_\_\_\_\_ have read and received a copy of this job description. I understand the expectations required for this position and that a copy of this job description will become part of my personnel file.

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**Employee Signature**

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**Date**