



OAKLYN PUBLIC SCHOOL DISTRICT JOB DESCRIPTION

TITLE: **SPEECH/LANGUAGE SPECIALIST**

QUALIFICATIONS:

1. Holds valid New Jersey Speech Correctionist Certificate and Speech-Language Specialist Endorsement.
2. Demonstrates comprehensive knowledge in the field of speech-language pathology.
3. Possesses the ability to effectively apply the principles of assessment, treatment and prevention of speech, language and hearing disorders.
4. Has strong interpersonal and communication skills.
5. Successfully completes required criminal history check and has proof of U.S. citizenship or legal resident alien status.
6. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Principal and/or Child Study Team Coordinator

JOB GOAL: To support the district's instructional program by helping to ameliorate speech, hearing and language impediments that interfere with an individual student's ability to communicate with others and attain the curriculum goals established by the Board of Education and within the resources provided by it.

PERFORMANCE RESPONSIBILITIES:

A. Identification and Assessment:

1. Assesses the speech capabilities of students referred by school personnel.
2. Assesses and diagnoses suspected speech, voice, fluency and language problems in referred students.
3. Evaluates students referred to the Child Study Team when requested by the Director of Special Services and participates in the deliberations of the Child Study Team for any student who is classified as "Communication Handicapped," or "Pre-School Handicapped" as required by federal and state law.
4. Classifies students as "Eligible for Related Services-Speech" when appropriate, complying with the requirements of federal and state law.
5. Collaborates with special services personnel, school personnel, parents and where appropriate, the student, in the preparation of Individualized Education Program (IEP) for students who are classified as "Communication Handicapped," "Pre-School Handicapped".

6. Develops and implements an Individualized Education Program (IEP) in conjunction with parents and teachers for pupils who are eligible for related services – speech.

B. Instruction and Planning:

1. Plans, prepares and delivers treatment programs for students with speech and language deficits.
2. Maintains close liaison with Child Study Team in the implementation of intervention services.
3. Provides individual and/or small group intervention sessions with students who have been classified and require speech/languages as a related service.
4. Employs a variety of instructional techniques and instructional media/technology, consistent with the physical limitations of the location provided, the resources made available, and the needs and capabilities of the individuals or student groups involved.
5. Assumes primary responsibility for requisitioning and maintaining needed equipment and supplies related to speech/language services.
6. Assesses on a regular basis the extent to which students achieve the objectives indicated in their Individualized Education Program (IEP).
7. Establishes and maintains an orderly and positive classroom environment.
8. Maintains confidential records on all referred students and student/parent contacts in accordance with federal and state law, Board policy and the procedures of the Board of Education.
9. Provides thorough and timely reports, data, information, etc. as requested by the Director of Special Services and administration.

C. Professional Development:

1. Keeps self updated on the identification, assessment and diagnostic techniques, therapeutic procedures and statutory requirements of IDEIA and N.J.A.C. 6:28.
2. Maintains professional competence through readings, attendance at conferences, workshops, memberships in professional organizations and other relevant activities in accordance with district guidelines.

D. School and Community Relations:

1. Informs parents of their child's need for corrective speech services as required by federal and state statutes and provides advice to these parents when appropriate.
2. Serves as a resource and/or consultant to school personnel on topics related to speech, voice, hearing, fluency and language.
3. Collaborates with other special services personnel in order to provide a team approach to the identification, diagnosis and assessment of students with language and/or learning problems.
4. Interprets the speech and language correction services to school personnel, parents and the community.
5. Attends meetings of the Child Study Team, Intervention & Referral Team and other groups as assigned by the Principal or Child Study Team Coordinator.
6. Attends evening programs (i.e. Back-to-School Night) annually.
7. Assists in appropriate referrals of individuals to agencies and specialists in the community.

E. Other Assigned Duties

1. Performs all other tasks and assumes such other duties as designated by the Director of Special Services, Building Principal or Superintendent.

TERMS OF EMPLOYMENT:

Ten month year. Salary is established within the Agreement between the Oaklyn Board of Education and the Oaklyn Education Association.

EVALUATION:

Performance of the job will be evaluated annually in accordance with the provisions of the Board's policies for personnel evaluation.

DATE APPROVED:

September 29, 2008