

Job Title: SPEECH LANGUAGE PATHOLOGIST

Qualifications: Possess a current, valid New Hampshire certification, licensure in the area of Speech pathology and complete necessary education related classes to maintain said licensure during employment. Must possess strong interpersonal, written and listening and verbal skills. The ability to effectively present information to groups of individuals, knowledge of state and federal laws pertaining to the Individuals with Disabilities Act, section 504. Possess a genuine desire to work with all students; to be sensitive to and skilled in working with a diverse population. Must be organized, flexible, and creative; possess good time management skills and have excellent written and oral communications skills. Possess a valid driver's license. Such alternatives to these qualifications may be appropriate and acceptable.

Reports to: Director of Special Services

Job Goal: To provide Speech pathology to coded and non-coded students within the district.

Type of Position: 188 days **Wage:** Contract

Hours per week: Exempt

Responsibilities:

- Attend IEP planning meetings on students suspected of having a speech and language disability.
- Conduct screenings, observations or evaluations of students using informal and formal measures and provide a written report of summary to the case manager prior to the evaluation summary meeting.
- Conduct initial and triennials speech and language assessments through the Special Education Process and provide written reports. In addition to home-based schools, Speech/Language Pathologists may be asked to assess students who are placed in out-of-district schools within their sending district.
- Participate in kindergarten screening procedures in the area of speech and language if required by the principal.
- Participate in the development and implementation of Individual Education Plans of identified students.
- Attend IEP meetings and contribute to the IEP development by providing written information of student's level of performance, modification, accommodations, goals and objectives and related service units for individual, group or consultation.
- Maintain quarterly IEP progress notes and provide it to the case manager for reporting to parent.
- Provide direct speech and language therapy sessions within the classroom and the therapy environment
- Consult with parents, teachers, and other professionals involved with students' academic development. Attend regularly scheduled speech department meetings or get copies of notes if a meeting is missed.
- Provide supervision and support to the building Speech and Language Assistant in accordance with Medicaid/OSHA recommendations.
- Provide staff development trainings when appropriate on speech issues, including but not limited to articulation, written expression, phonemic awareness, and pragmatic language, use of Assistive Technology devices such as FM trainers, PECS or other speech devices.
- Maintain contact with outside agencies, audio logical departments and medical personnel student's individual needs may require.
- Maintain daily journal notes, Medicaid forms, therapy schedules, evaluation logs, and other such paperwork.
- Provide speech services to non-coded students if time permits.
- Participate in child concern teams if a referral or speech concerns arises.
- If you are responsible for Billing in xlogs for MSB you are caught up to date by the end of the workday every Friday
- Other duties as directed by the Director of Student Services

EVALUATION: Performance of this job will be evaluated by the Director of Student Services

PHYSICAL ACTIVITY REQUIREMENTS (Frequently, Occasionally, Rarely):

PRIMARY PHYSICAL REQUIREMENTS

Lift up to 10 lbs: Frequently required
Lift up to 25 lbs: Occasionally
Lift 26 to 50 lbs: Rarely
Lift over 50 lbs: Rarely

OTHER PHYSICAL CONSIDERATIONS

Twisting: Occasionally
Bending: Occasionally
Crawling: Rarely
Squatting: Rarely
Kneeling: Rarely

CARRY up to 10 lbs: Frequently required
CARRY 11 to 25 lbs: Occasionally
CARRY 26 to 50 lbs: Rarely
CARRY over 50 lbs: Rarely

Crouching: Rarely
Climbing: Rarely
Balancing: Rarely

REACH above shoulder height: Occasionally
REACH at shoulder height: Frequently required
REACH below shoulder height: Frequently required
PUSH/PULL: Occasionally

WORK SURFACES: (describe)
Composite desk
Carpet/tile floors
Computer keyboard/screen

**DURING AN EIGHT HOUR DAY,
EMPLOYEE IS REQUIRED TO:**

Consecutive hours	Total Hours
Sit: 2	5
Stand: 1	2
Walk: 1	1

HAND MANIPULATION

Grasping:	Occasionally
Handing:	Frequently required
Torquing:	Occasionally
Fingering:	Frequently required

Environment: Inside: 98% Outside: 2%

Short Description: (Example: Work is performed inside and out of doors in an environment which includes exposure to physical elements or a number of disagreeable working conditions.)

The physical demands of the duties described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

COGNITIVE AND SENSORY REQUIREMENTS:

Talking:	Necessary for communicating with others.
Hearing:	Necessary for receiving information and instructions.
Sight:	Necessary to do job effectively and correctly.
Tasting & Smelling:	Smelling required to detect noxious fumes and odors.

SUMMARY OF OCCUPATIONAL EXPOSURE

Bacterial and viral infections carried by children
Cleaning products

Special Conditions of Employment

All employees must pass a criminal history background check.

Employee signature _____ Date _____

Superintendent signature _____ Date _____

Approved by the Hinsdale School Board 05/11/2022