

MID-OHIO EDUCATIONAL SERVICE CENTER

JOB DESCRIPTION

Title:	Speech-Language Pathologist
Reports To:	Assistant Director of Student Services
Employment Status:	As Determined by the Assistant Director of Student Services
Days:	As Determined by the Assistant Director of Student Services
MOESC Salary Schedule:	SLP
FLSA:	Exempt

QUALIFICATIONS

- Appropriate licensure from the Ohio Board of Education and the Ohio Board of Speech and Language Pathologists.
- Have experience and/or knowledge of completing documentation related to Special Education Services including but not limited to Individualized Education Plans (IEPs), Evaluation Team Reports (ETRs), Progress Reports and Medicaid Billing
- Valid Driver's License
- Successfully pass BCI/FBI background checks

GENERAL DESCRIPTION

The Speech/Language Pathologist is responsible for the identification and treatment of communication impairments in students from preschool through 12th grade. These services may be provided in a public school, charter school or private/parochial school.

ESSENTIAL FUNCTIONS / SKILLS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Respond to referrals in a timely manner, conduct assessments, analyze results and write reports, determining strengths and areas of concern in speech/articulation, voice, fluency, language, pragmatics and oral motor skills
- Refer for medical or other professional services when the need is indicated

- When indicated, develop treatment plans (IEPs and 504 plans) that are based on the child's strengths as well as areas of concern and that will improve the academic functioning of the student
- Provide high quality direct speech/language services to student according to their IEP's and 504 plans
- Provide consultation to teachers and families regarding the communication needs of a student in order to reduce the impact of the impairment on the academic performance of the child
- Schedule ETR/IEP meetings for students categorized as Speech/Language Impaired, inviting parents, teachers, related services and the building representative
- Participate in Evaluation Team meetings, IEP meetings and Transition meetings providing information regarding eligibility, development of the IEP, consultation service and service delivery models
- Maintain appropriate records by completing treatment notes and progress reports in a timely manner and according to school policy
- Provide multi-tiered systems of support and assist a team in developing plans for at-risk students and provide interventions and consultation as needed
- Complete Medicaid billing requirements per district request
- Oversee the training and use of assistive technology for students using Augmentative and Alternative Communication devices
- Remain current concerning instructional and technological advances and other matters concerning the field of speech/language therapy
- Attend and participate in professional workshops and conferences
- Provide in-service training to other professionals and paraprofessionals as needed
- All other duties as assigned

PERSONAL QUALITIES

- Possesses a high level of professional and ethical standards
- Acknowledges personal accountability for decisions and conduct
- Demonstrates professionalism and contributes to a positive work environment
- Effectively uses active listening, observation, reading, verbal, nonverbal, and writing skills
- Maintains an acceptable attendance record and is punctual
- Organizes tasks and manages time effectively
- Meets deadlines despite time constraints
- Uses diplomacy and exercises self-control when dealing with other individuals
- Wears work attire appropriate for the position
- Accepts responsibility
- Exhibits a positive outlook
- Takes initiative
- Exhibits a service mentality and is responsive to internal and external client requests for service

- Good Communication skills, both verbal and written
- Ability to work well with others and maintain confidentiality
- Participates in professional development that relates to the position
- Operate standard office equipment including computers, word processing, spreadsheets and communication software
- Shall remain free of any alcohol or nonprescribed controlled substance in the workplace throughout employment at Mid-Ohio ESC

WORKING CONDITIONS

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

- Occasional exposure to blood and bodily fluids
- Occasional interaction among unruly students/adults, including the need to intervene physically in crisis prevention
- Physical abilities include standing, walking, sitting for extended periods, operating a computer, talking/hearing, near and far visual acuity/depth perception/color vision/field of vision required and occasionally to reach with hands and arms

PHYSICAL DEMANDS

- Work requires definite skilled and accurate physical operations requiring some closely coordinated performance
- Work requires handling average weight materials or equipment, but not for sustained periods
- Operate standard office equipment including computers, word processing, spreadsheets and communication software
- This job is performed in a generally clean and healthy environment. Travel among schools and districts is required
- Shall remain free of any alcohol or nonprescribed controlled substance in the workplace throughout employment at Mid-Ohio ESC

EVALUATION

Performance of this job will be evaluated by the Assistant Director of Student Services according to Mid-Ohio ESC board policy.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of all responsibilities, duties, and skills required for the position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned by the supervisor, appointing authority or designee.

Employee Signature

Date Received

The Mid-Ohio Educational Service Center is an equal opportunity employer.