



## Columbia County School District Job Description

<b>Position Title:</b> Speech Language Pathologist		
<b>Department:</b> Special Services	<b>Evaluation Instrument:</b> Performance will be evaluated annually by the Director of Special Services in accordance with Policy GBI – Evaluation of Personnel	
<b>Pay Grade:</b> Teacher Salary Scheduled based on certificate level and years of acceptable experience	<b>Pay Type:</b> Salaried – Exempt	<b>Retirement:</b> TRS
<b>Contract Work Year:</b> 190 Days Per Year, 8 Hours Per Day		
<b>Reports to:</b> Principal		

<b>MINIMUM QUALIFICATIONS</b>
<p><b>Education:</b> Master’s Degree in Speech Language Pathology. Hold Georgia Service Certificate (S5) in Speech Language Pathology with Clinical Competency Certification</p> <p><b>Essential Knowledge/Skills:</b> Knowledge of Special Education programs, curriculum, data collection, and behavior management.</p> <p><b>Experience:</b> Experience in diagnostic assessment and transitional programming. Skill in working with administrators and teachers.</p>
<b>GOAL</b>
<p>Contribute to the successful achievement of the Columbia County School District mission and major system priorities by supporting the effective organization and operations of the school environment to optimize student learning, instructional programs and related activities.</p>
<b>REPRESENTATIVE DUTIES &amp; RESPONSIBILITIES</b>
<ul style="list-style-type: none"> <li>• Identifies students with speech-language impairments.</li> <li>• Evaluates and diagnoses communications skills of students detected in the identification process.</li> <li>• Participates in or coordinates student staffing in order to: discover and relate pertinent data used in the determination of student needs; prepare an individualized education program; and appropriately place students in preventative, rehabilitative and maintenance programs.</li> <li>• Implements speech and language objective on individualized education programs by: scheduling students; providing consultative and collaborative services to teachers, parents, administrators and allied agencies in order to integrate speech and language goals into the classroom, other educational programs, the home environment and the community; evaluating and reporting student progress for continuation or termination of services; and referring to other agencies and/or personnel when appropriate.</li> <li>• Investigates and uses new strategies for delivering student services by conducting or participating in research, pilot projects and continuing education/staff development.</li> <li>• Participates with school administrators/coordinators for effective planning, coordination and implementation of speech-language pathology programs into the total educational system.</li> <li>• Acts as a resource to the student support team (SST)</li> <li>• Identify strategies for regular education setting</li> <li>• Attends school SST meetings to provide input and facilitate referral if appropriate</li> <li>• Schedules SST meetings for students referred do to speech/language concerns (who are not on academic SST) and complete all necessary paperwork.</li> <li>• Maintains student files and send all necessary paperwork to special services office in a timely manner</li> <li>• Assumes other related duties assigned by the Director of Special Services.</li> </ul>

## IMPORTANT NOTES

### ESSENTIAL DUTIES

Job descriptions are designed and intended only to summarize the essential duties, responsibilities, qualifications, and requirements for the purpose of clarifying the general nature and scope of a position's role as part of the overall organization. Job descriptions do not list all tasks an employee might be expected to perform, and they do not limit the right of the employer/supervisor to assign additional tasks or otherwise to modify duties to be performed – even if seemingly unrelated to the basic job. Every employee has a duty to perform all assigned tasks. (An employee who is assigned a duty or task believed to be unlawful should report the assignment to the Chief Human Resources Officer.) It should also be noted the order of duties/ responsibilities as listed in the job description is not designed or intended to rank the duties in any order of importance relative to each other.

### MINIMUM REQUIREMENTS

In filling a vacant position, preferred or required credentials regarding education, training, experience, and other bona fide occupational qualifications may be established. The credentials shown in this job description may be interpreted only as the minimum criteria existing at the time the description was developed. Other bona fide occupational qualifications and criteria may be utilized as needed in the selection process.

**Revised:** July 1999