

JOB DESCRIPTION
September 2012

Placer County Office of Education
360 Nevada Street
Auburn, CA 95603

SPEECH & LANGUAGE PATHOLOGIST-AUGMENTATIVE COMMUNICATION SPECIALIST

General Purpose:

A Speech & Language Pathologist-Augmentative Communication Specialist is responsible to the County Superintendent and works under the direct supervision of the designated manager(s). The Speech and Language Pathologist-Augmentative Communication Specialist provides direct and consultative services in the areas of speech language therapy and assistive technology/augmentative communication.

Essential Functions and Responsibilities include the following. Other duties may be assigned as required:

- Accepts and reviews referrals in accordance with established Assistive Technology Collaborative procedures.
- Provides content area support for special education service providers in the area of augmentative communication strategies.
- Plans and records monthly work schedule in electronic calendar (Outlook) at least 30 days in advance and records any changes as they occur to ensure accurate IEP scheduling.
- Provides technical assistant to Speech and Language Pathologists in the assessment of student needs, selection of technology, funding, and implementation of assistive technology support.
- Diagnoses and provides therapy for individual and groups of learners.
- Plans, administers and interprets student evaluations.
- Prepares written reports as required.
- Develops and maintains positive working relationships with parents, guardians and significant others.
- Meets with parents on a regular basis to review student progress and works on individual educational-related needs.
- Works closely with other members of the program staff to develop and maintain curriculum and standards.
- Coordinates transition plans for students moving to other environments.
- Works cooperatively with personnel from the student's district of residence and/or outside agencies providing services to the student and family.
- Participates in professional growth activities such as conferences, classes, staff meetings and visitations.
- Schedules and maintains individual and group therapy programs in accordance with student's needs and Individual Educational Plans (IEP).
- Provides training, direction and supervision for assigned ancillary staff.
- Complies with the rules and regulations set forth in Federal and State special education laws and regulations.
- Implements procedures and policies of the Placer County Office of Education (PCOE), and policies and procedures of the local school district(s) as assigned.

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Minimum Qualifications:

Employment Eligibility:

- Successful candidate must provide proof of employment eligibility and verification of legal right to work in the United States in compliance with the Immigration Reform and Control Act.

Education:

- Masters Degree in Speech and Language Pathology.
- Advanced training in Augmentative Communication is desirable.

Experience:

- Clinical Experience as required for Speech and Language Pathologist credential.
- Experience required demonstrating knowledge, skills and abilities related to the alternative and augmentative communication.

Knowledge, Skills and Abilities:

- Knowledge of subject area and current research based instructional methodologies, technology and techniques associated with students having communication delays and disabilities.
- Knowledge and familiarity with alternative and augmentative communication principles and strategies.
- Knowledge of available technology and potential funding sources related to augmentative communication.
- Ability to teach students in a wide variety of levels and age ranges.
- Ability to work effectively with parents, community and education colleagues in and outside the program.
- Ability to provide training in the use and evaluation of the effectiveness of alternative and augmentative communication tools and strategies.
- Ability to function as a positive, contributing member of an educational team.
- Skills in administration, analysis, and interpretation of a wide range of assessment measures, including functional communication assessments.

Required Testing:

- None

Certificates & Licenses:

- Must possess a valid California driver's license issued by the State Department of Motor Vehicles.
- Must possess or be eligible to apply for a valid California Clinical or Rehabilitative Services Credential in Speech and Language.
- State License (Desirable)

Clearances:

- Criminal Justice Fingerprint Clearance
- TB Clearance

Work Environment:

- Work is performed in an office or school environment, continuous contact with staff, and representatives of other agencies.

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Physical Requirements:

- The usual and customary methods of performing the job's functions requires the following physical demands: occasional lifting, carrying, pushing and/or pulling; some climbing and balancing, some stooping, kneeling, crouching; reaching, handling, fingering and/or feeling.
- Manual dexterity to operate a telephone and enter data into a computer.
- Facility to sit at a desk, conference table or in meetings of various configurations for extended periods of time with or without reasonable accommodation.
- Facility to see and read, with or without visual aids, laws and codes, rules, policies and other printed matter, and computer screens and printouts with or without reasonable accommodation.
- Facility to hear and understand speech at normal room levels and to hear and understand speech on the telephone with or without reasonable accommodation.
- Facility to speak in audible tones so that others may understand clearly in normal conversations, in training sessions, and other meetings with or without reasonable accommodation.
- When applicable, facility to determine and differentiate colors with or without reasonable accommodation.
- When applicable, facility to drive an automobile or to arrange a consistent method of transportation.

Note: This list of essential functions and physical requirements is not exhaustive and may be supplemented as necessary.

FLSA Status: Exempt

Employee Group: Certificated

Salary Grade: Based upon education and experience

Reviewed and Approved:

Supervisor: _____

Date: _____

Human Resources: _____

Date: _____