

**Cooperative Educational Service Agency No. 8**  
**SPEECH AND LANGUAGE PATHOLOGIST**  
Position Description

Term of Employment: 190 days  
Reports to: Director of Student Services  
Supervisor to: N/A

**SUMMARY:**

School Speech and Language Pathologists identify and address speech, language, and communication disorders in students ages 3-21. Speech and Language Pathologists provide assessment, intervention, and support services to help students develop effective communication skills and succeed academically and socially.

**ESSENTIAL DUTIES & RESPONSIBILITIES:**

Evaluation and assessment:

- Conduct comprehensive evaluations to identify speech, language, and communication disorders in students.
- Administer standardized tests and other assessment tools to measure students' speech and language abilities.
- Analyze assessment results, interpret findings, determine eligibility, and develop individualized intervention plans.
- Collaborate with teachers, parents/guardians, and other professionals to gather relevant information and ensure a holistic understanding of students' needs.

Provide therapy:

- Develop and implement individualized intervention plans to address students' speech and language goals.
- Provide direct therapy sessions to students, targeting areas such as articulation, language comprehension, expressive language, fluency, and social communication skills.
- Utilize evidence-based techniques and strategies to improve students' communication abilities.
- Monitor and document progress regularly, adjusting intervention plans to ensure continuous improvement.

Collaboration and consultation:

- Collaborate with teachers, administrators, and other professionals to support students' communication needs in the classroom and educational setting.
- Provide consultation and guidance to teachers and staff regarding effective communication strategies and accommodations for students with speech and language difficulties.
- Participate in IEP team evaluations and meetings.

Record-keeping and documentation:

- Maintain accurate and confidential records of student assessments, therapy sessions, progress reports, and related documentation.

- Prepare written reports summarizing assessment results, progress, and recommendations for students, parents/guardians, and other team members.
- Ensure compliance with applicable laws, regulations, and ethical guidelines in record-keeping and documentation practices.
- Use technology and specialized software for documentation and data tracking as required.

Maintain professional standards:

- Uphold confidentiality and adhere to ethical guidelines for speech and language pathologists.
- Engage in continuous professional development to enhance knowledge and skills in sign language interpreting and educational practices.
- Stay updated on relevant laws, regulations, and best practices in special education and sign language interpreting.

**EDUCATION, QUALIFICATIONS AND/OR EXPERIENCE:**

- Master's degree in Speech-Language Pathology from an accredited program.
- Wisconsin Department of Public Instruction licensure as a Speech-Language Pathologist (SLP).
- Certificate of Clinical Competence in Speech-Language Pathology (CCC-SLP) from the American Speech-Language-Hearing Association (ASHA).
- Knowledge of and experience with a wide range of communication disorders and their assessment and intervention strategies.
- Familiarity with diagnostic tools, standardized assessment measures, and intervention techniques specific to school-based speech and language pathology.
- Strong interpersonal and communication skills to collaborate effectively with students, parents/guardians, teachers, and other professionals.
- Ability to work independently, manage caseloads, and prioritize tasks effectively.
- Experience developing and implementing individualized education plans (IEPs) and working within a multidisciplinary team is preferred.
- Knowledge of relevant laws, regulations, and best practices in special education and speech-language pathology in educational settings.

**Language Skills:**

Demonstrated skills in writing, reading, comprehension, and speaking of the English language. Knowledge of and ability to use technology (email, internet, etc.) as a means of communicating and obtaining information. Ability to effectively present information in one-on-one and small and large group situations to staff, customers, community, and colleagues. Excellent oral and written communication skills.

**Mathematical Skills:**

Demonstrated skills in all mathematical forms. Ability to compute accounting and numerical calculations.

**Reasoning Ability:**

Ability to apply common sense understanding to carry out detail-involved written or oral instructions. Ability to deal with problems and assist others in dealing with

problems involving variables in complex situations. Excellent troubleshooting and problem-solving skills.

**Other Skills and Abilities:**

Must be able to work in a fast-paced environment independently with minimal supervision. Must be able to communicate effectively with staff, customers, BOC members, and the community. Must be willing to perform other duties as assigned on a timely basis and in a positive manner. Able to problem solve quickly and work with all employees. Ability to interact tactfully with staff and the public. Frequently will be required to meet multiple demands from several people.

**Physical Demands:**

Dexterity of hands and fingers to operate office and special education equipment, sitting for extended periods of time, reaching to retrieve and maintain files, bending, pushing, moving, lifting objects up to 30 pounds, and hearing and speaking to exchange information.

*The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position, and additional duties may be assigned.*