

FRESNO UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	Speech Language Pathologist Assistant (SLPA)	REPORTS TO:	Assigned Supervisor
DEPARTMENT:	Special Education	CLASSIFICATION:	Classified
FLSA:	Non-Exempt	WORK YEAR:	Varies
BOARD APPROVAL:	January 29, 2018	SALARY:	G45/CSEA 125 Salary Schedule

BASIC FUNCTION: Under the supervision of a credentialed Speech Language Pathologist (SLP), works with students who have identified speech and language disorders as well as other disabilities. As directed by the SLP, completes a variety of tasks such as activities designed to develop pre-language and language skills, oral-motor control for speech production, vocalization, and use of assistive technology devices for communication. Participates and collaborates as a member of an educational team, by assisting in providing student speech therapy services to special needs students in accordance with the Americans with Disabilities Act (ADA) and with the Individuals with Disabilities Education Act (IDEA).

REPRESENTATIVE DUTIES: (Persons employed in this position may perform any combination of the essential functions shown below (E). This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

Conduct speech and language screenings, without interpretation, and using screening protocols developed by the supervising SLP. *E*

Assist an SLP during assessments, including, but not limited to, assisting with formal documentation, preparing materials, and performing clerical duties for a supervising SLP. *E*

Provide direct treatment assistance to students under the supervision of the credentialed SLP. *E*

For non-English learners, assist the SLP with bilingual translation during assessment activities exclusive of interpretation. *E*

When determined competent to do so by the supervising SLP, act as an interpreter for non-English-speaking students and their family members. *E*

Follow and implement documented treatment plans or protocols developed by the supervising SLP. Follow individual educational programs through daily or weekly instructional plans. *E*

Document student performance (e.g., tallying data for the SLP to utilize; preparing charts, records, and graphs), including progress toward meeting established objectives, and report this information to the supervising SLP. *E*

Implement behavior management programs for students as designed by certified staff, observe and report significant student behavior, behavioral patterns, and/or other problems to the SLP; assist in maintaining appropriate behavior in the classroom and between classroom activities. *E*

Program and provide instruction in the use of augmentative and alternative communication devices. *E*

Assist with clerical duties, such as preparing materials and scheduling activities, as directed by the SLP. Prepare various teaching materials such as charts, pictures, word lists, and other related items by typing, duplicating, collating, stapling, and laminating as needed. *E*

Perform checks and maintenance of equipment and assist in organizing classroom activities, such as displaying educational materials and arranging furniture to facilitate instructional requirements. *E*

Assists with departmental operations (scheduling, recordkeeping, safety/maintenance of supplies and equipment). *E*

Perform related duties as assigned.

EDUCATION AND EXPERIENCE: Associate of Arts degree in an accredited Speech-Language Pathology Assistant (SLPA) Program or a Bachelor's degree in a speech-language pathology or communication disorders program and successful completion of a minimum of 100 hours supervised field work experience or its clinical experience equivalent and demonstration of competency in the skills required of a SLPA.

LICENSES AND OTHER REQUIREMENTS: Current registration as a Speech-Language Pathology Assistant (SLPA) issued by the California Speech-Language Pathology and Audiology Board. Possession of a valid California Class C Driver's License.

NOTE: The Speech-Language Pathology Assistant is not authorized and therefore, shall not conduct evaluations, interpret data, alter treatment plans, or perform any task without the express knowledge and approval of the supervising SLP.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Speech and language pathology equipment, materials and procedures
- Normal speech, language and hearing development
- Language disorders and rehabilitation
- Articulation disorders and rehabilitation
- Acquired disorders and rehabilitation
- Learning patterns in children
- Student behavior management techniques and strategies
- Learning difficulties of children with special education needs
- English usage, punctuation, spelling and grammar
- Basic math skills
- Routine office procedures and recordkeeping
- Standard software applications

ABILITY TO:

- Deal effectively with attitudes and behaviors of students
- Provide effective implementation of therapy objectives
- Interact and communicate effectively with children and adults from different cultural and socioeconomic backgrounds
- Operate a computer and use standard software applications
- React with flexibility and sensitivity to changing situations and needs
- Organize and prioritize work
- Effectively carry out written and oral instructions
- Maintain cooperative work relationships

WORKING CONDITIONS:

ENVIRONMENT:

- Light to moderate physical effort;
- Frequent standing or walking;
- Periodic handling of lightweight parcels or supplies;
- Rapid paced work, moderate to high levels of stress;
- Indoor classroom and office environment;
- Driving a vehicle to conduct work whenever necessary

PHYSICAL ABILITIES:

Dexterity of hands and fingers to operate a computer keyboard

Hearing and speaking to exchange information in person and on the telephone

Sitting or standing for extended periods of time

Meet the physical requirements necessary to perform assigned duties in a safe and effective manner for self and others

Fresno Unified School District is an Equal Opportunity Employer and reasonable accommodations are made under the Americans with Disabilities Act as required by law.

E= Essential Functions