

SCOTCH PLAINS-FANWOOD BOARD OF EDUCATION
JOB DESCRIPTION
SPEECH/LANGUAGE SPECIALIST

Date of Adoption: December 22, 2011

JOB TITLE: Speech Language Specialist

REPORTS TO: Director of Special Services

NATURE AND SCOPE OF JOB:

The Speech Language Specialist helps reduce or eliminate speech*, hearing and language impairments which interfere with the individual student's ability to derive full benefit from the district's educational program. These services will be provided in accordance with Title 18A, Chapter 46, and N.J. Statutes.

QUALIFICATIONS:

1. Hold a valid New Jersey educational services certificate in accordance with the requirements of N.J.S.A. 18A:27.1 et seq., and N.J.A.C. Title 6 Chapter 11 with a Speech Language Specialist endorsement (N.J.A.C. 6:11-11.9) and other appropriate endorsement(s) in accordance with the requirements of N.J.A.C. 6:11-10.1 et seq..
2. Hold and maintain a valid driver's license with no serious violations.
3. Demonstrate the ability to assess, treat, and provide strategies for the prevention and remediation of speech, language, and hearing disorders.
4. Have excellent integrity and demonstrate good moral character and initiative.
5. Demonstrate knowledge and understanding of speech-language pathology, child growth and development, learning assessment and diagnosis, research related to learning, instructional strategies, and classroom management.
6. Demonstrate an understanding of current rules and regulations regarding Child Study Teams and special education assessment and program requirements.
7. Exhibit a personality that demonstrates enthusiasm and the interpersonal skills to relate well with students, staff, administration, parents, and the community.
8. Demonstrate the ability to communicate effectively, orally and in writing.
9. Demonstrate the ability to use electronic equipment for word processing, data management, information retrieval, visual and audio presentations, and telecommunications.
10. Provide proof of U. S. citizenship or legal resident alien status by completing Federal Form I-9 in compliance with the Immigration Reform and Control Act of 1986.
11. Provide evidence that a criminal record history check has been conducted and clearance has been given by the Department of Education, or, during the initial six month period provide a sworn statement that the individual has not been convicted of a crime or a disorderly persons offense in accordance with 18A:6-7.1.

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12. Provide evidence that health is adequate to fulfill the job functions and responsibilities with reasonable accommodation pursuant to 42 U.S.C. 12101 and in accordance with N.J.A.C. 6:3-4A.4.
13. Pass the State required Mantoux Intradermal Tuberculin Test as required by N.J.A.C. 6:3-4A.4.
14. Meet such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.

TERMS OF EMPLOYMENT:

Salary and work year to be determined by the Board of Education and in accordance with the negotiated agreement with the Scotch Plains-Fanwood Education Association.

JOB RESPONSIBILITIES:

1. Provides screening to identify children potentially in need of speech, hearing, and language services.
2. Provides for appropriate assessment and diagnosis of communication impairments. Students with suspected hearing loss also will be referred for a complete audio logical evaluation.
3. Determines pupil eligibility for speech correction services.
4. Provides appropriate individualized programs of therapy to meet the individual student's needs in correcting existing speech, hearing and language impairments.
5. Assumes primary responsibility for scheduling children for speech, hearing, and language services.
6. Utilizes professional expertise to provide habilitation of speech, hearing, and language services.
7. Assists and guides teachers in observing, describing and referring students with suspected speech, hearing and language impairments.
8. Assists and guides teachers in modifying the educational program for students with confirmed speech, hearing and language impairments.
9. Serves as a consultant to teachers and school staff members on topics concerning speech, hearing and language impairments.
10. Provides information, support and counseling regarding communication disorders to parents and families when appropriate.
11. Maintains a directory of outside agencies, consultants, specialist and related services and assists in proper referrals of individuals as appropriate.
12. Functions as an adjunct member of the Child Study Team and provides them with the viewpoint of the communication specialist.
13. Evaluates pupils referred for full-team evaluation.
14. Keeps a thorough and ongoing record for the individual student receiving therapy.
15. Maintains lists of referred, screened and eligible students for speech correction.
16. Assumes primary responsibility for requisitioning and maintaining needed equipment and supplies within his/her respective building.

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17. Interacts with parents, administrative and supervisory personnel, teachers and other resource personnel.

*The term speech impairment refers to dysfunctions related to articulation, voice and rhythm.

ACCOUNTABILITY :

The Speech Language Specialist executes responsibility under the direction of the Director of Special Services and in concert with other team members.

RELATIONSHIPS:

1. Director of Special Services:
 - a. To advise in cases where classification is being considered.
 - b. To review cases and make recommendations for educational placement.
 - c. To consult in relation to children in Special Programs.
 - d. To consult in matters related to the needs, goals, and objectives of the office of Special Services.
2. Principals:

To consult with principals in planning, implementing and evaluating programs to meet the specific needs of the individual child and/or groups of children.
3. Instructional Staff:

To consult with and to work cooperatively with instructional personnel in planning, implementing and evaluating programs to meet the specific needs of children. To provide strategies and/or materials for proper program implementation.
4. Support Staff:

To consult with and to work cooperatively with support personnel in planning, implementing and evaluating programs to meet the specific needs of children.
5. Parents:

To help parents understand school needs and policies, and to find effective ways to channel their concern about school in appropriate ways for the benefit of their children.
6. Community:

To promote good relationships with the community regarding the needs of children and educational programs.

EVALUATION:

The Director of Special Services shall evaluate the Speech Language Specialist in accordance with Board Policy, this Job Description, and such other criteria as shall be established by the Board of Education.