

MONROE COUNTY SCHOOLS POSITION DESCRIPTION

Title: Speech And Language Pathologist Assistant

GENERAL DESCRIPTION

To provide an educational atmosphere in which students will move toward the fulfillment of their potential for intellectual, physical, emotional, and psychological growth, and maturation in accordance with District philosophy, goals, and objectives.

Primary Duties:

Knowledge of child development and especially of characteristics of children in the age group assigned.

Knowledge of prescribed practices and current educational research in regard to teaching students with speech and language disorders.

Basic understanding and knowledge in use of current technology in the field. Knowledge of current legal requirements for providing services to exceptional children.

Knowledge of varied learning styles and skill in using varied teaching methods to address student learning styles. Skill in oral and written communication with students, parents, and others.

Ability to plan and implement activities for maximum effectiveness.

Ability to effectively assess student progress and performance.

Ability to maintain appropriate student supervision so that students have a safe and orderly environment in which to learn.

Ability to work effectively with students, peers, administrators, parents, and others.

(These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other duties as assigned.)

Other Duties:

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice. Employees are expected to fulfill other duties as assigned.

GENERAL RESPONSIBILITIES AND REQUIREMENTS

Data Responsibility:

“Data Responsibility” refers to information, knowledge, and conceptions obtained by observation, investigation, interpretation, visualization, and mental creation. Data are intangible and include numbers, words, symbols, ideas, concepts, and oral verbalizations.

MONROE COUNTY SCHOOLS POSITION DESCRIPTION

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Compiles data or information to review with supervising Speech Language Pathologist.

People Responsibility:

“People Responsibility” refers to individuals who have contact with or are influenced by the position.

Communicates with others through explanation, demonstration, and supervised practice.

Assets Responsibility:

“Assets Responsibility” refers to the responsibility for achieving economies or preventing loss within the organization.

Requires responsibility and opportunity for achieving moderate economies and/or preventing moderate losses through the management or handling of supplies of high value or moderate amounts of money.

Mathematical Requirement:

: “Mathematics” deals with quantities, magnitudes, and forms and their relationships and attributes by the use of numbers and symbols.

Uses addition, subtraction, multiplication, and division; may compute ratios, rates, and percents.

Communications Requirements:

“Communications” involves the ability to read, write, and speak.

Reads journals and manuals; prepares specialized reports and business letters with proper format and grammar; speaks to groups of co-workers and people outside the organization.

Complexity of Work:

“Complexity of Work” addresses the analysis, initiative, ingenuity, creativity, and concentration required by the position and the presence of any unusual pressures.

Performs skilled work involving rules/systems with almost constant problem solving; requires normal attention with short periods of concentration for accurate results and occasional exposure to unusual pressure.

Impact of Decisions:

“Impact of Decisions” refers to consequences such as damage to property, loss of data or property,

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exposure of the organization to legal liability, or injury or death to individuals.

Makes decisions with moderately serious impact - affects work unit and may affect other units or citizens.

Equipment Usage:

“Equipment Usage” refers to inanimate objects such as substances, materials, machines, tools, equipment, work aids, or products. A thing is tangible and has shape, form, and other physical characteristics.

Coordinates the handling of machines, tools, equipment, or work aids involving extensive latitude for judgment regarding attainment of standard or in selecting appropriate items.

Safety of Others:

“Safety of Others” refers to the responsibility for other people’s safety, either inherent in the job or to assure the safety of the general public.

Requires considerable responsibility for the safety and health of others and/or continuous enforcement of the laws and standards of public health and safety.

EDUCATION AND EXPERIENCE REQUIREMENTS

Education Requirements:

Bachelor's Degree

Master's Degree preferred

Licenses Certifications Registrations Required:

“Licenses, Certifications, and Registrations” refers to professional, state, or federal licenses, certifications, or registrations required to enter the position.

Appropriate State of Florida professional certification as required and applicable

Experience Requirements:

“Experience Requirements” refers to the amount of work experience that is required for entry into the position that would result in reasonable expectation that the person can perform the tasks required by the position.

Six months to 1 year of related experience is highly preferred.

AMERICANS WITH DISABILITIES REQUIREMENTS

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Physical Demands:

Physical Requirements: Light Work

Physical Activity: Sitting, Standing, Walking, Climbing, Balancing, Bending, Stooping, Kneeling, Crouching, Crawling, Twisting, Reaching, Pushing, Pulling, Lifting, Finger Dexterity, Grasping, Feeling, Repetitive Motions, Talking, Hearing Acuity, Visual Acuity

Working Conditions: Indoors

(Reasonable accommodations will be made in accordance with existing ADA requirements for otherwise qualified individuals with a disability.)

Unavoidable Hazards:

“Unavoidable Hazards” refers to unusual conditions in the work environment that may cause illness or injury.

The position may be exposed to bright/dim lights, extreme weather conditions, traffic, moving machinery.

Sensory Requirements:

“Sensory Requirements” refers to hearing, sight, touch, taste, and smell necessary to perform the tasks required by the position efficiently.

The position requires normal visual acuity and field of vision, hearing and speaking abilities, color perception.

American With Disabilities Act Compliance:

ADA requires the District to provide adequate accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

Term of Employment:

Annual Contract

Reports To:

Director of Exceptional Student Education and/or Designee

Supervises:

No supervisory duties

PAY GRADE: From: 127A1 To: 127S2

Exempt

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Number of Months: 10 Number of Days: 196 Hours: 7.5

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee _____ Date _____