

SPEECH-LANGUAGE PATHOLOGY ASSISTANT - TRAINEE

<u>Definition:</u>	Under direct supervision of a Language, Speech and Hearing Specialist, assists in providing instruction specific to the area of speech and language communication to students identified as having special needs; monitors the use of augmentative communication devices and systems.
<u>Typical Tasks:</u>	Provides direct speech and language therapy to children and follows documented treatment plans or protocols; documents student performance such as tallying data; prepares charts, records, and graphs and reports information; assists the Language, Speech and Hearing Specialist during assessment of students; assists with documentation as directed; prepares therapy materials and/or equipment for use in classroom and therapy activities; adapts or modifies instructional materials and/or equipment as determined by student needs and abilities for teacher; assists instructional personnel in the implementation of Individual Educational Plans (IEPs); supports the Language, Speech and Hearing Specialist in research projects, inservice trainings; performs checks and maintenance of equipment; assists with departmental operations such as scheduling, record-keeping, safety/maintenance of supplies and equipment; collects data for quality improvement; exhibits compliance with state and federal regulations; performs other related duties as assigned.
<u>Minimum Qualifications:</u>	Knowledge of: Speech-language pathology equipment, materials, and procedures; Language development in children; articulation development; learning problems of children with special educational needs; student behavior management techniques and strategies; correct English usage, spelling, grammar, and punctuation; basic arithmetical concepts; simple record keeping and record management; personal computers and software, including word processing, learning and educational software. Ability to: establish and maintain cooperative and collaborative working relationships with those contacted in the performance of required duties; understand and carry out oral and written directions, including intervention plans; utilize specialized communication systems and devices; assist in the educational program of assigned student(s); communicate effectively in oral and written form; learn and utilize current speech-language methods and procedures to be followed in an instructional setting; perform clerical tasks and operate office machines.
<u>Working Conditions and Physical Abilities:</u>	Office and school setting. Must be able to hear and speak to exchange information; see to perform assigned duties; sit, stoop, kneel, and stand for extended periods of time; possess dexterity of hands and fingers to operate a computer and other office equipment; kneel, bend at the waist, and reach overhead, above the shoulders and horizontally, to retrieve and store files, equipment, and supplies; lift light objects.

Experience and Education: Training and/or experience sufficient to demonstrate possession of the knowledge and abilities detailed above. Typical qualifying experience would include: one year of experience working with language/speech impaired individuals in a clinical or educational setting, possession of an associate's degree in speech-language pathology, and current enrollment in a speech-language pathology assistant certificate program. Additional experience working with children (ages three to twenty-one) is desirable.

Certificates and Licenses: This classification is designated for employees who are in the process of obtaining certification as a Speech-Language Pathology Assistant. Upon registration with the Speech-Language Pathology and Audiology Board as a Speech-Language Pathology Assistant, incumbents may be reclassified to a Speech-Language Pathology Assistant.

Established: 09/06

Approved by the Personnel Commission: September 27, 2006