

BURBANK UNIFIED SCHOOL DISTRICT

CLASS TITLE: SPEECH LANGUAGE PATHOLOGY ASSISTANT

Under the supervision of a licensed Speech Language Pathologist, a Speech Language Pathology Assistant assists in providing educationally related speech therapy services to identified special education students according to the students' Individualized Education Programs (IEP). Work under the supervision of the Special Education Coordinator. Receive daily instruction from the Speech Language Pathologist.

REPRESENTATIVE DUTIES:

- Assists a Speech Language Pathologist in providing therapeutic intervention in accordance with
- District policies and procedures according to IEP goals and the treatment plan developed by the Speech Language Pathologist.
- Assists with data collection and the assessment of students' abilities in articulation, language, voice, and fluency.
- Assists with the development of IEP goals and objectives as part of the students' IEP.
- Assists in consulting with classroom teachers, school staff, and parents regarding student progress toward IEP goals.
- Assists in consulting with classroom teachers to aid in the maintenance of an adequate learning environment to facilitate the achievement of speech and language goals.
- Attends IEP meetings as directed to report findings and recommendations.
- Monitors the use of Alternative and Augmentative Communication (AAC) devices.
- Provides assistance to educational staff through consultation, training, and direct individual or group activities.
- Documents therapy and records progress in District required Speech Treatment Records using computer applications.
- Maintains a variety of service related logs and prepares reports according to established guidelines.
- Organizes therapy materials in preparation for intervention services.
- Contacts District staff, parents, and various agencies as necessary related to speech therapy services.
- Attends school staff meetings and assists with staff development as instructed.
- May recommend, develop, or implement alternative communication devices.

KNOWLEDGE AND ABILITIES:

Child growth, development, and behavior

Speech and language development theories and practices

Language, articulation, and hearing disorders

General methods and techniques of speech therapy

Operation and maintenance of augmentative communication devices and equipment

Record keeping procedures and practices

Correct English usage, grammar, spelling, punctuation, and vocabulary

Oral and written communication skills
Computer usage and systems

Ability to:

Provide speech therapy services for identified students
Assist with conducting speech and language screenings
Speak and write English clearly and effectively
Prepare and implement therapy area and instructional materials
Accurately collect, record, and report data related to student treatment
Maintain confidentiality of information pertaining to students and their families
Assist with standardized assessment tests
Work cooperatively and effectively with all levels of District staff, parents, health care professionals, and other education agencies
Operate a personal computer with Microsoft operating systems and work processing, database, and spreadsheet software
Organize and prioritize responsibilities

EDUCATION AND EXPERIENCE

B.A. Degree in Speech Pathology or Associate's Degree with SLPA certification.

Bilingual preferred