

Job Description
Bismarck Public Schools

Speech Language Pathologist Assistant

JOB GOAL: Work with students both individually and in groups to carry out the speech therapy program as designed by the supervising speech language pathologist.

QUALIFICATIONS:

1. Associate's Degree or a Bachelor's Degree.
2. A certificate of completion from the North Dakota Department of Public Instruction in the area of SLP Paraprofessional.

REPORTS TO: Speech Language Pathologist

SALARY: Step SM – Support Staff Salary Schedule

PERFORMANCE RESPONSIBILITIES:

1. Work directly with students to carry out the speech curriculum.
2. Provide speech language screenings, without interpretation, following specified screening protocols developed by the supervising speech language pathologist.
3. Perform documented tasks developed by the supervising speech language pathologist.
4. Collect and record relevant data regarding student progress toward meeting objectives and report this to supervising speech language pathologist.
5. Prepare materials, perform scheduling, and maintain space or equipment.
6. Assist in the collection of teacher requests, comments, and test information.
7. Assist the speech language pathologist with adaptations/modifications.
8. Monitor and read tests, exams, and SAT/ACT tests that must be given in a non-distracting environment with modifications.
9. Schedule individual meetings for developing and carrying out the Individual Education Plans.
10. Copy and file paperwork.
11. Attend conferences and workshops.

EVALUATION: The Speech Language Pathologist will evaluate the performance of this position at least once a year.