

Montclair Public Schools
Personnel Department

JOB DESCRIPTION

Title: SPEECH-LANGUAGE SPECIALIST

Qualifications: 1. Valid New Jersey Educational Services Certificate and Speech-Language Specialist Endorsement; 2. Demonstrated comprehensive knowledge in the field of speech-language pathology; 3. Ability to effectively apply the principles of assessment, treatment and prevention of speech, language and hearing disorders; 4. Strong interpersonal and communication skills; 5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status 6/ Ability to work on site during the hours required, 6/ Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

Responsible to: Director of Pupil Services, Building Principals.

Job Goal: To help reduce or eliminate speech and hearing impediments that interferes with the students' ability to derive full benefit from the district's educational program.

Performance Responsibilities: 1. Makes assessments, analyses and classifications of students' communication competencies and characteristics. 2. Plans, prepares and delivers treatment programs for children with speech and language deficiencies. 3. Provides diagnostic evaluations of pupils referred to the child study team for communication disorders and participates in team conferences related to those pupils. 4. Develops and implements an individualized educational program (IEP) in conjunction with parents and teachers for pupils who are eligible for speech correction and identifies pupils in need of related services. 5. Provides individual and small group intervention sessions with students who have been classified. 6. Conducts classes in language stimulation. 7. Maintains close liaison with the child study team and serves as a case manager as assigned. 8. Keeps those records necessary for each child and completes all required local, state and federal reports. 9. Participates in the development and improvement of opportunities for disabled/exceptional students by providing individual or group in service experiences for staff and parents. 10. Conducts ongoing evaluation of all children in the program to determine appropriateness of their program. 11. Acts as educational consultant to classroom teachers, guidance counselors and administrators as required. 12. Assists in proper referrals of individuals to agencies and specialists in the community. 13. Assumes primary responsibility for requisitioning and maintaining needed equipment and supplies. 14. Maintains professional competence through in service education and other professional growth activities. 15. Observes children identified as needing service in classroom settings on an ongoing basis. 16. Attends and participates in meetings as deemed necessary and consistent with the needs of the district. 17. Performs all duties required by administrative code, state and federal laws, and board policy. 18. Other duties as assigned.

Terms: Work year and salary to be determined by the board. Benefits as provided teaching employees.

Evaluation: Performance of this job will be evaluated annually in accordance with the Board's policy on evaluation of certified staff.

Established: 1987,

Revised: 10/08