

## JOB DESCRIPTION

### CORNBELT EDUCATIONAL COOPERATIVE

DATE: 2005

JOB TITLE:

**SPEECH CLINICIAN**

REQUIREMENTS:

A.

**Education Level:** Bachelor's or Master's degree and licensure: South Dakota Service Specialist certificate.

B. Experience Desired:

**Successful internship**

C.

**Physical Requirements:** The position requires good physical skills in hand-eye/mind-eye coordination and hearing. Use of wrists, hands and fingers in keyboarding and typing. The ability to effectively communicate verbally and in writing is required. At times the position will require carrying and lifting equipment, filing, stooping, sitting, standing, and walking. Possess the physical ability to perform all the essential functions and duties identified in the job description. The ability to drive a car is required.

D.

**Other Requirements:** Excellent oral and written communication skills. Demonstrated skills in human relations, leadership and conflict management. Demonstrated competency in word processing, spread sheets and data bases. Demonstrated ability to work well with others.

REPORTS TO:

Coordinator of Speech Services

RECEIVES GUIDANCE  
FROM:

Building Principals  
Superintendents  
Coordinator of Speech Services

## **ESSENTIAL FUNCTIONS AND DUTIES:**

- 1) Teaches students with speech, language and hearing disorders utilizing instructional techniques and curriculum designs that are consistent with research on characteristics of effective speech therapy models.
- 2) Provides itinerant services on a cooperative-wide basis as directed by the Coordinator according to student needs in the area of communication disorders.
- 3) Participates in speech and hearing screening activities, evaluations, placement decisions, and development of IEP plans for eligible students.
- 4) Ability to develop appropriate Individual Educational Plans for children with Disabilities.
- 5) Maintains student records regarding the referral, evaluation and placement process in compliance with district, state and federal requirements.
- 6) Participates in parent conferences and communicates with parents on a routine basis, keeping them well informed about their child's progress.
- 7) Establishes student success as a primary teaching goal and provides opportunities for students to experience success.
- 8) Promotes achievement in the area of communication for qualified students.
- 9) Monitors student progress and provides continuous feedback to enhance learning.
- 10) Establishes a learning climate that promotes the orderly behavior of all students while maintaining the dignity and positive self-concept of each student.
- 11) Participates in school and cooperative educational committees and meetings.
- 12) Ensures a learning environment that provides for the well-being, health and safety of all students.
- 13) Performs other duties as assigned by the director or coordinator.
- 14) Ability to align curriculum and instruction to the state content and extended standards.

- 15) Ability to make referrals, conduct appropriate screening and evaluations, and make placement recommendations for children with disabilities.
- 16) Understands and practices confidentiality with regard to the requirements set forth in the Family Educational Rights and Privacy Act.

**WORKING CONDITIONS:**

**A. Inside**

**Outside**

**Both**

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**XXX**

**B. Climatic Environment:**

Typically, work is conducted in comfortable class rooms, offices and other appropriate school settings. However, some working areas are not climate controlled and may be subject to extremes in temperature and humidity. Varying degrees of travel is required for this position which may result in exposure to outside elements because of weather conditions.

**C. Hazards:**

Some classrooms, offices, and school settings may expose employees to communicable diseases. In a typical school setting exposure to chalk dust, chemicals, fumes, stairs, etc. are potential hazards including structural supports, equipment, materials, and other overall environmental surroundings. Travel between schools and other school settings may cause exposure to hazardous driving and walking conditions because of weather conditions.

**I have read and understand this job description and can fulfill the essential functions as listed.**

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**Signature**

**Date**

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**Print Name**