



West Windsor-Plainsboro Regional School

Job Description

Job Title: Speech Language Specialist
Department: Special Services- Child Study Team
Reports To: Director of Special Services, Supervisor of Special Education and/or Building Principal
Salary Guide: WWPEA; 10 Month Contract
Prepared Date: March 12, 2021

Summary: The speech-language therapist will screen, assess and identify students with communication disorders which adversely affect the student's educational progress by developing and providing direct and indirect services within the student's educational setting based on established IEP goals and objectives.

Qualifications: New Jersey Speech Language Specialist endorsement
Master's degree in Speech Language Specialty area
Successful Criminal History Clearance
Proof of U.S. Citizenship or appropriate employment authorization
Ability to maintain a positive learning environment
Strong interpersonal and communication skills
Compliance with the NJ FIRST Act

Essential Duties: Working with students, school personnel, parents and others:

- Provide a therapeutic program to meet the individual needs of the student with speech disorders.
- Serve as a member of the Child Study Team assisting in the identification, diagnosis, evaluation, determination of eligibility, and development of appropriate programs for students with disabilities pursuant to N.J.A.C. 6A:14
- Provide professional case management including developing and monitoring IEPs for students determined eligible as ESLs for assigned students.
- Employ instructional/therapeutic methods and materials that are appropriate for meeting each student's goals and objectives.
- Assist teachers in observing, describing, and referring suspected and identified speech and language disorders;
- Provide screening to identify speech eligible students at regular intervals and specified levels;

- Provide appropriate individualized programs of therapy to meet individual students' needs to correct existing speech or language difficulties.
- Provide a thorough assessment and diagnosis of speech, voice, hearing and language disorders.
- Prepare written evaluations and maintain records which clearly and succinctly document services provided, student progress and discharge as recommended.
- Keep thorough ongoing records for the individual student receiving therapy or other school-provided speech services.
- Assist in the development of classroom activities to meet the communication needs of the student.
- Collaborate with classroom teachers and other school staff members to implement therapy by suggestions for the student's daily activities;
- Serve as a resource to school staff members in the development of a balanced program for oral communication and speech improvement.
- Communicate information on the student's therapy program and progress to the teacher, principal and parent/guardian.
- Provide case history data where deemed appropriate;
- Maintain professional competence through in-service educational activities provided by the district or self-selected professional growth activities, which expand current knowledge and enhance professional excellence.
- Remain current on instructional and technological advances and other matters concerning speech-language therapy.
- Assure compliance with state and federal laws, regulations, policies and procedures.
- Preserve and protect patient and client confidentiality in all situations and with all documentation.
- Perform other duties as assigned by the Director of Special Education.

TERMS OF EMPLOYMENT

10 Month Contract. Salary and benefits as determined by the Board of Education and any applicable and collective negotiations agreement.

The information contained in this job description is reviewed and approved by the Board of Education and may be modified as district and state requirements evolve. This job description does not constitute a written employment contract.

ANNUAL EVALUATION: Performance is reviewed annually in accordance with NJ State law and the provisions of the Board of Education policy on evaluations for certificated staff.

TECHNOLOGY SKILLS: Ability to be proficient in computer applications pertinent to support the position, including but not limited to Microsoft Office, Microsoft Excel, Google Suite, IEP software program and Genesis Employee Portal and Student Information System.

AMERICANS WITH DISABILITIES ACT STATEMENT:

External and internal applicants, as well as employees who become disabled, must be able to perform the essential functions listed on this job description either unaided or with reasonable accommodation. The West Windsor-Plainsboro School District shall determine reasonable accommodation on a case-by-case basis in accordance with applicable law, in the event such a determination becomes necessary.

The West Windsor-Plainsboro School District is proud to be an Equal Employment Opportunity and Affirmative Action employer. The district does not discriminate based upon race, religion, color, national origin, gender (including pregnancy, childbirth, or related medical conditions), sexual orientation, gender identity, gender expression, age, status as a protected veteran, status as an individual with a disability, or other applicable legally protected characteristics.

Board Approval Date: 3/23/2021

Certified by: C. Comella
Director of Human Resources

