

**POSITION TITLE:**

**SPEECH AND LANGUAGE PATHOLOGIST**

**Reports to:** Superintendent of Student Services

**Function/Purpose:**

To provide specialized assessment, programming recommendations and direct services, when possible, for system students who have been referred and identified as needing services.

**Required Education, Knowledge, Qualifications and Experience:**

Fulfill the requirements for registration with the Saskatchewan Association of Speech and Language Pathologists

**Required Skills and Abilities:**

Demonstrated capability and performance in the areas of:

- Team building and collaboration.
- Working with minimal supervision.
- Organizational skills.
- Interpersonal and communication skills.
- Initiative and adaptability.
- Prioritizing multiple demands.

**Required Personal Characteristics:**

- Trustworthy and respectful.
- Approachable and accessible.
- Flexible and collaborative.

**Supervision:**

This position does not involve the supervision of staff.

**Duties and Responsibilities:**

Without restricting the generality of the description above, the Speech and Language Pathologist shall perform such duties and responsibilities as may be assigned including but not restricted to the following:

- Provides individual assessments for communication disorders of children referred by school.
- Promptly provides written reports on all students referred for services and distributes these reports according to existing distribution protocol.
- Provides consultation and inservice to parents and teachers regarding assessment recommendations.
- Collaborates with parents, teachers, administrators and other agencies with the purposes of improving speech and language services to children.
- Provides open communication with parents, teachers and administrators.
- Recommends suitable materials to schools and parents for use with students as determined by their assessed need.
- Follow-up to evaluate response to recommendations made and provides additional support where required.
- Interprets reports of other agencies upon request.

- Recommends, to the Superintendent of Student Services, changes within the delivery of Speech and Language Pathology services.
- Attends inservice and professional developments authorized by the Director or Superintendent.
- Conduct all services in a professional manner adhering to the “Code of Ethics” established by the Division.
- Be willing to engage in lifelong learning with respect to training, inservice and courses of study.
- Conduct oneself in a manner appropriate for an individual employed by an educational system that provides services to children.
- Deal tactfully with staff, students and the public.
- Be knowledgeable and supportive of applicable Board policies.
- Other duties as assigned.

**Judgement, Independence and Client Contact:**

- Confidentiality
  - A Speech & Language Pathologist is expected to respect the confidential nature of the position by avoiding discussion of any topics that are not formally communicated to the public by the administration of the school or the Division. Information regarding a student, staff member or Board member must not be discussed in public or with any person not authorized to receive that information. Exchange of personal information within the system shall be on a “need to know” basis. Breaching confidentiality is a serious violation of acceptable conduct and is grounds for disciplinary action up to and including termination of employment with the Board.
- Independence
  - The Speech and Language Pathologist is expected to work independently and take initiative.
- Working Jointly with Other Staff on Common Assignments or Tasks
  - This position involves working jointly with administrators, teachers and other staff on a daily basis.

**Mission:** Laying the foundation for success.

**Vision:** One student at a time.

Director Approved: August 14, 2007