

**Cabell County Schools**  
**Job Description**  
**Speech Language Pathologist**

**Position:** Speech Language Pathologist

**Supervisor:** Principal/Assistant Principal

**Salary:** As per Cabell County pay schedule

**Length of Employment:** 200 Days

**Job Description:** The Speech/Language Pathologist is assigned to deliver a comprehensive instructional support program to students with speech and language impairments in accordance with state law and West Virginia Board of Education and county policies and regulations.

**Qualifications:** Holds or qualifies for a West Virginia Professional Service Certificate endorsed for speech/language pathology.

**Responsibilities:**

1. To plan, develop and implement programs that facilitate speech/language services to students.
2. To gather and interpret data relevant to speech/language services for students.
3. To provide speech/language therapy to identified students.
4. To communicate effectively with other professionals and parents/guardians.
5. To screen and evaluate students for possible placement in speech/language therapy.
6. To assist in the referral of students.
7. To serve on the Student Assistance Program team as appropriate.
8. To perform sweep screenings of kindergarten and other new students for detection of speech/language problems.
9. To discuss the purpose and procedures used in the screening process with parent/guardian upon request.
10. To observe referred students in class.
11. To discuss the child's progress/problem with referral source.
12. To discuss screening/evaluation results and recommendations with school personnel and parent/guardian.
13. To file all required plans and reports with the Office of Special Education.
14. To serve on Eligibility Committee(s) to interpret speech/language test scores and make recommendations.
15. To write IEP and or Service Plans with required data and prioritized goals for students who will be receiving special services.
16. To communicate placement/non-placement recommendation with school personnel and parent/guardian.
17. To confer with parent/guardian in the writing of the implementation plan and secure parent/guardian's signature.

18. To provide consultative services for speech/language impaired students on a regular basis.
19. To provide on-going staff development to teachers of students with speech/language impairments.
20. Uses appropriate and efficient record keeping and evaluation systems including online IEP programs, progress monitoring
21. To assist teacher(s) of the hearing impaired in monitoring hearing aids.
22. To participate in annual review and evaluation of the progress of students with speech/language impairments.
23. To make presentations as requested.
24. To complete and submit reports in a timely manner as required by law, the West Virginia Department of Education and/or the county Board of Education.
25. Must be willing to participate in all activities required for Medicaid Billing
26. To report the presence of any situation that may be harmful to the health and safety of the students and/or staff.
27. To identify and refer for screening and evaluation any child who has other learning deficiencies.
28. To advise the principal of the presence of any situation that may require immediate intervention so as not to hinder the instructional program.
29. To accept responsibility for the behavior of students assigned.
30. To supervise students at all times in accordance with state, county and school policies.
31. To attend all faculty senate and other required meetings.
32. To fulfill annual continuing education requirements and attend other required training programs.
33. To maintain professional work habits.
34. To maintain and upgrade professional skills.
35. To perform other duties and responsibilities as assigned by the school principal or the Director of Special Education.

Revised 3/24/16