



Child Development Center

SPEECH LANGUAGE PATHOLOGIST (SLP) JOB DESCRIPTION

General Responsibilities:

Responsible for screening, assessment, implementation and delivery of therapy services and documentation of services for eligible children birth through five years of age.

Immediate Supervisor:

Director of Therapy

Minimum Educational/Certification Qualifications:

M. S. in Speech Pathology, with Wyoming State Licensure and Clinical Competency Certification (which must be completed within the first month of employment)). CFY supervision is available. Clinical experience working with children birth to six years of age is preferred.

Essential Duties:

- Meet time lines for required program documentation including but not limited to: case note documentation, child outcome summary forms, assessment reports, as well as, any required reports related to the job, child goals, objectives, etc.
- Manage multiple priorities associated with the requirements of the job while maintaining an effective and efficient work schedule.
- Gain knowledge and adhere to the Rules and Regulations Governing Services to Children with Disabilities according to the Individuals with Disabilities Education Act (IDEA) and Federal and State laws concerning education requirements for disabled individuals.
- Gain knowledge regarding the use and adaptation of augmentative or alternate methods of communication, the use of traditional and non-traditional methods to motivate young children, the ability to work in a trans-disciplinary service delivery model.
- Must have knowledge of formal evaluation tools and be able to administer formal/informal assessments.
- Accurately interpret assessment results and provide an assessment report in a clear, concise, accurate and timely fashion.
- Perform hearing screenings and make needed referrals.
- Attend IEP/IFSP meetings and assist in appropriate plan development.
- Provide individual and group therapy while maintaining the least restrictive environment according to a child's IEP/IFSP.
- Select appropriate treatment, interventions and activities to promote attainment of goals and objectives dependent upon the needs of each child.
- Formulate appropriate goals/objectives based on individual needs.
- Gather and analyze intervention data regularly and modify programming as needed.
- Administer programming through appropriate sequencing of objectives.
- Provide transition information for children, as needed.
- Provide required documentation for the curriculum assessment system within the required time frame.
- Make referrals to related service agencies/professionals when needed.
- Possess the ability and be willing to provide clinical instruction to SLP/SLPA students.
- Must be willing to become educated on new practices within the field of Speech Language Pathology.

Essential Duties (cont):

- Must follow all policies and procedures of the Child Development Center.
- Must attend staff meetings, team meetings, trainings, and other required meetings on time and as scheduled.
- Must be willing to perform other duties as assigned.

Skills Required:

- Ability to interact in a positive and effective manner with a wide variety of people including children, parents, families, staff members, and community members in order to promote positive relationships within the work setting and community.
- Must be reliable, organized and detail oriented to maintain an effective and efficient schedule.
- Must have strong oral and written communication skills in order to interact effectively with a wide variety of people.
- Must maintain a high level of confidentiality relative to all matters at the CDC.
- Must possess extensive computer experience and ability.
- Must respect the cultural diversity and dignity of others and treat them with fairness and courtesy.
- Work efficiently as part of a multidisciplinary team.

Physical/Environmental Requirements:

- Must be able to work in a variety of positions, including but not limited to: stooping, kneeling, crouching, crawling, reaching, sitting, etc.
- Must be able to lift 35 lbs. unassisted.
- Must be able to tolerate air conditioned buildings and fluorescent lights.
- Must be able to work effectively in a stressful environment.
- Must be able to hear and process ordinary conversation, telephone conversation, and quiet sounds with or without aid.
- Must be able and willing to drive to meet job requirements.
- Must be able to operate and use equipment necessary to perform essential functions of the job.

THESE ARE MINIMUM REQUIREMENTS, NOT PERSONAL QUALIFICATIONS OF THE PERSON(S) PRESENTLY IN THE POSITION. IN OTHER WORDS, YOU MUST BE ABLE TO MEET THESE REQUIREMENTS IN ORDER TO BE CONSIDERED FOR THE POSITION.

Acknowledgement of job requirements:

I have read and understand the requirements and essential job functions of the Speech Language Pathologist. I am able to perform the essential functions of the position, as defined above, without presenting a danger to either myself or others with or without reasonable accommodations. I understand that this document does not change the at-will nature of my employment. I may terminate my employment for any reason, at any time, and CDC may do the same. CDC is an equal employment opportunity employer.

Signature: _____ Date: _____

Printed Name: _____



1. Live Each Day with Courage
2. Take Pride in Your Work
3. Always Finish What You Start
4. Do What Has to Be Done
5. Be Tough, But Fair
6. When You Make a Promise, Keep It
7. Ride for the Brand
8. Talk Less and Say More
9. Remember That Some Things Aren't For Sale
10. Know Where to Draw the Line