



<b>POSITION TITLE: Speech Language Pathology Assistant</b>
<b>DATE:</b> July 2022

<b>SALARY RANGE:</b> as set by Letter of Employment	<b>IMMEDIATE SUPERVISOR:</b> Speech-Language Pathologist
<b>THIS IS A:</b> Exempt <input type="checkbox"/> Non-Exempt <input checked="" type="checkbox"/>	Hourly <input checked="" type="checkbox"/> Salaried <input type="checkbox"/>
Full-Time <input type="checkbox"/> Part-Time <input checked="" type="checkbox"/>	

**GENERAL FUNCTION:** The Speech-Language Pathology Assistant will assist in the assessment and treatment of speech, language, voice, and fluency disorders under the supervision of a Speech-Language Pathologist (SLP) for the clients referred to The STAR Center.

**SUPERVISORY RESPONSIBILITY:** None

- DUTIES AND RESPONSIBILITIES:**
1. Conduct speech-language screenings, **without interpretation**, and using age-appropriate screening protocols developed by the supervising SLP.
  2. Follow and implement documented treatment plans or protocols developed by a supervising SLP.
  3. Complete documentation pertaining to speech therapy clients (e.g., daily logs, data tracking, lesson plans).
  4. Document progress toward meeting established child and family outcomes and reporting the information to a supervising SLP.
  5. Provide training for parents/caregivers and school personnel, and others involved in the client’s daily communication needs.
  6. Assist SLP during assessments, including but not limited to, assisting with formal documentation, preparing materials, and performing clerical duties for supervising SLP.
  7. Provide clients and caregivers with suggestions and resources about other services and agencies, as appropriate.
  8. Coordinate with other STAR Center programs and participate in team meetings relating to ST/AAC Services for STAR Center clients.
  9. Perform other duties as assigned.

**KNOWLEDGE AND REQUIRED TRAINING:** For the Speech-Language Pathology Assistant position, applicant must hold a bachelor’s degree with a major or concentration in speech-language pathology, communication disorders, or speech and hearing sciences from a regionally accredited institution of higher education. Applicant must also possess current Speech-Language Pathology Assistant Certification (SLPA-C) from ASHA and hold a valid registration with Tennessee Board of Communication Disorders and Sciences as a speech-language pathology assistant. Applicant must demonstrate the ability to work effectively with individuals who experience a variety of cognitive, mental, sensory, and physical impairments, as

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well as demonstrate an ability to use mature judgment in problem resolution, to function creatively in evolving appropriate solution strategies for clients, and to operate effectively as a part of a multi-disciplinary team.

**PERSONAL RELATIONSHIPS:** In order to appropriately accomplish the duties of this position, the person will be required to maintain effective relationships with the Center's leadership, staff, school personnel, clients/families, members of the community, board of directors, and other stakeholders of the Center. This person must have an empathetic understanding of client population and be able to relate to them in a positive and supportive fashion.

**PHYSICAL DEMANDS:** Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**WORK ENVIRONMENT:** Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**DISCLAIMER:** The preceding job description has been designed to indicate the general nature and level of duties to be performed by employees with this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.

Name (printed): \_\_\_\_\_

Staff's Signature: \_\_\_\_\_ Date: \_\_\_\_\_