



SPEECH LANGUAGE PATHOLOGIST (SLP) JOB DESCRIPTION

General Responsibilities:

Responsible for screening, assessment, implementation, delivery and documentation of early intervention and speech and language therapy services for children birth through twenty-one 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). Applicants may also be in their Clinical Fellowship Year (CFY) and CFY supervision is available. Clinical experience working with children is preferred.

Essential Duties:

- Provide early intervention services for children with documented delays or disorders.
- Treat communication disorders including, but not limited to, delays/disorders related to speech and language, swallowing, social communication, augmentative or alternative methods of communication, cognitive-language delays, stuttering and voice
- Provide individual and/or group speech language therapy in a variety of settings.
- Provide individual and/or group therapy while maintaining the least restrictive environment or natural environment according to a child's IEP/IFSP.
- Create treatment and therapy plans to suit the individualized needs of a diverse population of children.
- Attend IEP/IFSP meetings and assist in appropriate plan development.
- Formulate appropriate short-term and long-term goals/objectives based on individual needs.
- Select appropriate treatment, interventions and activities to promote attainment of short-term and long-term goals and objectives dependent upon the needs of each child.
- Gather and analyze intervention data regularly and modify programming as needed.
- Report progress and current status to appropriate parties, which may include family members, teachers, other agencies and/or medical professionals.
- Must have knowledge of formal evaluation tools and be able to administer, interpret and report formal/informal assessments.
- Meet time lines for required program documentation including but not limited to: case note documentation, assessment reports, as well as, any required reports related to the job, child's goals, progress notes, etc.
- 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.
- Perform hearing screenings and make needed referrals.
- Keep up to date and current in knowledge of speech and language disorders, treatment approaches and best practices.
- Preserves and protects children and families' confidentiality in all situations and with all documentation.
- Design and conduct trainings for parents, families and community members.
- Provide Home Exercise Programs (HEP) for all children on a regular basis and document the HEP in the child's case notes.
- Make referrals to related service agencies/professionals when needed with prior approval from the Director of Therapy.

Essential Duties (cont):

- Must follow the rules and regulations for the practice of Speech Pathology as defined by the American Speech Language Hearing Association (ASHA) and the Wyoming Board of Speech Pathology.
- Must follow the State of Wyoming Board of Speech Pathology and Audiology and CDC's guidelines for appropriate supervision of Speech Language Pathology Assistants (SLPA).
- Manage multiple priorities associated with the requirements of the job while maintaining an effective and efficient work schedule.
- 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 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 duties of the **Speech Language Pathologist**. I am able to perform the essential duties 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