

MONTEREY COUNTY OFFICE OF EDUCATION

**LANGUAGE, SPEECH and HEARING SPECIALIST  
SPECIAL EDUCATION**

CLASSIFICATION: Certificated

SALARY LEVEL: I-I to V-28

DEFINITION

Under direction, through individual and small group therapy sessions, plans and implements remedial activities for pupils with speech, hearing or language deficits; administers and interprets appropriate speech and language tests, scales and language samples; designs individualized programs addressing deficits of content, form and function of language and speech based upon such assessment; participates as a member of the support team for pupils receiving instruction in a variety of school-based and community-based settings; .

SUPERVISOR

Director, Special Education

POSITIONS SUPERVISED

Classified Staff

QUALIFICATION REQUIREMENTS: To perform a job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in the job description are representative of the knowledge, skills and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EXAMPLES OF DUTIES

ESSENTIAL DUTIES

Using a variety of assessment tools and language sampling procedures, evaluates referred pupils in the areas of phonology, morphology, semantics, syntax and pragmatics; provides on-going screening activities designed to identify pupils with speech or language problems; completes speech and language reports for each pupil assessed prior to IEP meetings; develops appropriate IEP's containing measurable goals and objectives based on assessment, learning and learning continuums; develops and implements therapy plans which correlate directly to pupil's objectives; monitors pupil progress and adjusts intervention strategies and activities accordingly; utilizes a variety of materials and teaching techniques; conferences and consults with parents and provides material/literature to support and assist with the development of functional communication skills for the child; uses proper spelling and grammar, oral and written; completes records accurately; requests support services by discussion with supervisor and/or written referral; supervises the speech and language aide if appropriate to setting; travels from site-to-site if necessary; shares materials and plans with others; attends meetings as required; conducts all pupil-related procedures in compliance with State regulations and time lines and complies with Monterey County Office of Education Board Policies and Administrative Regulations.

OTHER DUTIES

Prepares and posts therapy schedules at each site served; prepares a written pre-planned daily schedule of pupil speech and language lessons and activities and performs other job-related tasks as required.

PHYSICAL AND MENTAL CHARACTERISTICS

Physical, mental and emotional stamina to perform the duties and responsibilities of the position; manual dexterity sufficient to write, use telephone, business machines; vision sufficient to read printed materials; hearing sufficient to conduct in person and telephone conversations; speaking ability in an understandable voice with sufficient volume to be heard in normal conversational distance, on the telephone and addressing groups; physical agility to push/pull, squat, twist, turn, bend, stoop and to reach overhead, climb and run; physical mobility sufficient to move about the work environment (office, district, from school site-to-site), drive an automobile, and respond to emergency situations; physical strength sufficient to lift a child weighing 45 pounds; physical stamina sufficient to stand or walk for prolonged periods of time; physical tolerance to be exposed to

dust pollen specific agents/chemicals, cleansers, foul smells; mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, make valid judgments and decisions.

## REQUIRED QUALIFICATIONS

### Education and experience

- Any combination of education and experience equivalent to a Masters Degree in Speech Pathology or related field
- Bachelor of Arts Degree from an accredited college or university
- California Credential to teach in area of speech, hearing and language disabilities
- Possess specialized techniques or skills pertinent to working with communicatively disabled students such as ability to use and interpret Signing Exact English (SEE) Signs, experience designing and implementing communication boards and other augmentative and alternative communication materials and equipment

### Knowledge of:

- Strong organizational and planning skills and ability to work cooperatively with a team
- Knowledge of First Aid
- CPR Certification within six (6) months of employment

### Ability to:

- Possess an appropriate California operator's license issued by the State Department of Motor Vehicles and be insurable
- Interact with and maintain cooperative relationships with all levels of staff and the public
- Communicate effectively in the English language both orally and in writing

## DESIRABLE QUALIFICATIONS

- Certificate of Clinical Competence issued through ASHA
- Experience working with all populations of disabled children who display speech and language and communication deficits
- Signing ability (Signing Exact English, SEE Signs)
- Ability to speak and write the Spanish language
- Familiar with early childhood development