



Kalamazoo Regional Educational Service Agency Job Description

Job Title: Speech & Language Pathologist/Assistive Technology Consultant
Reports To: Program Administrator
FLSA Status: Exempt
Prepared By: Special Education
Approved By: Human Resources
Prepared Date: 01/2012
Last Revised Date: 01/2012

Summary:

A split 50/50 position combining a caseload of speech pathology with assistive technology consultation for service area. Provide therapy and facilitates learning to improve speech, language and cognitive abilities.

Essential Duties and Responsibilities:

- Serve as a resource to county staff in the area of assistive technology, providing support training and /or assessment
- Manage operation of assistive technology lending library, including staff
- Administer and interpret diagnostic tests and treat students with speech and language impairments
- Observe, record and report changes in students
- Maintain appropriate data and paperwork and generate reports and correspondence.
- Participate in student IEP meetings and other required staff meetings
- Work with staff and parents to improve their knowledge and skills to work with students with disabilities
- Regular and consistent attendance
- Other duties as assigned

Education and/or Experience:

Masters degree in speech and language pathology from accredited school

Experience working with students with a variety of developmental disabilities.

Experience working with assistive technology devices.

Certificates, License, Registration:

Maintain speech / language pathology licensure status / continuing education as required.

Other Skill & Abilities:

Attitude of acceptance and esteem for students
Ability to communicate effectively including listening
Keeps team including administrator abreast of caseload status
Ability to efficiently use computer and applicable software
Presents information in a manner that maintains student's attention and which encourages their engagement
Maintains confidentiality. Develops strategies to meet student needs
Adapts to frequent changes in the work environment
Practices safe work habits
Develops and maintains atmosphere of teamwork
Uses equipment and material properly
Ability to travel to sites within Kalamazoo County
Ability to resolve interpersonal conflict in a straightforward and timely manner

Supervisory Responsibilities:

This job has no supervisory responsibilities.

Physical Demands:

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This position requires the employee to be able to frequently reach with arms and hands, stand, walk and sit. Must frequently lift and/or move up to ten pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required include close vision, depth perception and ability to adjust focus.

Work Environment:

The noise level in the work environment is generally moderate.

The employee shall remain free of any alcohol or nonprescribed controlled substance in the workplace throughout his/her employment in the District.

It is the policy of Kalamazoo Regional Educational Service Agency that no discriminating practices based on gender/sex, sexual orientation, race, religion, height, weight, color, age, national origin, disability or any other status covered by federal, state or local law be allowed during any program, activity, service or in employment. The following positions at Kalamazoo RESA have been designated to handle inquiries regarding the nondiscrimination policy. Human Resources Administrator, Tom Zahrt; Assistant Superintendents: Margaret McGlinchey & Laurie Montgomery. Contact information: 269-250-9200, 1819 E. Milham Avenue, Portage, MI 49002.