

## **PARAEDUCATOR JOB DESCRIPTION:**

### **Speech/Language Therapy Assistant**

#### **Description of Unique Need:**

Work with students who require speech/language intervention in a small group therapy setting and/or in the general education program under the direct supervision of the speech/language pathologist (SLP).

#### **Job Description:**

1. Assist with scheduling activities, material preparation, and other clerical duties as directed by the supervising SLP.
2. For those students who, by the specific nature of the therapeutic services required, are not in need of full-time monitoring of performance by a certified SLP, implement documented treatment plans or protocols developed by the SLP. (Note: The supervising SLP is 100% responsible for the paraprofessional's activities. When paraprofessionals are responsible for carrying out treatment plans for individual students, parents must be notified in writing of this fact.)
3. Document student performance and progress toward meeting established goals and objectives or benchmarks and report the information to the supervising SLP.
4. Assist with speech/language screenings (without interpretation) as directed by the supervising SLP.
5. Establish and maintain a positive and supportive relationship with the SLP, special education teachers, and general education teachers.
6. Strictly adhere to confidentiality requirements regarding all matters pertaining to students, parents, parent communications, and/or classroom activities. (Note: Unless instructed otherwise by the supervising teacher, all parent communication must come directly from certified personnel.)
7. Other duties as assigned by supervising SLP.

All decisions and/or questions regarding Special Education services are to be referred to the supervising SLP.