

**BOARD OF EDUCATION, DISTRICT NO. 148  
DOLTON, COOK COUNTY, ILLINOIS**

**Job Description  
Speech and Language Pathologist**

**A. Qualifications**

1. Master's Degree in Speech and Language/Communication Disorders.
2. Type-10 or Type-73 Certificates – Field endorsed.
3. Excellent communication and organizational skills.

**B. Job Description**

1. Provides a program of clinical speech/language services which includes identification, remediation, referral, resource and administrative services.
2. Assumes responsibility for the identification of children with speech and/or language impairments.
3. Assumes responsibility after consultation with the appropriate administrator(s) for planning and developing interventions and designating the professional delivery system for children with speech and language impairments.
4. Establishes an effective working relationship through counseling and guidance of school personnel, other professionals and parents regarding speech and language impairments.

**C. Responsibilities**

1. Develops and adheres to a regular schedule of speech/language services, in compliance with recommendations in the student's IEP.
2. Establishes procedures for an appropriate and efficient record-keeping and evaluation system.
3. Maintains an individual file record on every student served.
4. Prepares and submits to the Director/Asst. for distribution at the IEP meeting, a comprehensive report of the evaluation for each student.
5. Interprets each specific identified communication problem during an IEP meeting. Also assumes responsibility for notifying parents of their child's enrollment in the clinical speech program and for keeping them apprised of progress.
6. Prepares and distributes, as required by Support Programs, narrative and/or statistical summaries of services provided during the school year.

7. Participates in IEP meetings with school and other related professional personnel teams established for purposes of identifying, assessing and recommending program models and/or treatment of students with communication needs.
8. Provides in-service education for teachers, school administrators and parents in the area of speech/language services.
9. Assists in the formulation and implementation of long-range goals to maintain meaningful continuity in the District speech and Language program.
10. Collaborates with the classroom teacher to understand and facilitate the speech and language development of identified students in their classrooms.
11. Acts as a resource to staff at Intervention Team meetings as appropriate, providing information or suggestions regarding a child with speech/language concerns.
12. Interacts with community agencies and specialists in order that community resources and school speech/language services complement one another.
13. Holds IEP meetings (initial/re-evals) for all speech only students.
14. Other duties as assigned by Director of Support Programs.

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*The Mission of School District 148 is to  
challenge and support all students to reach their highest level of performance.*