

Job Title: Speech Language Technician (SLT)
Department: Special Education
Reports To: Director of Special Education &
Supervising Speech-Language Pathologist
FLSA Status: Exempt
Salary Schedule: ES lane 01



SUMMARY

The Speech-Language Technician (SLT) works under the direction of a Speech-Language Pathologist (SLP) to assist in identifying children with speech-language impairments and providing remediation to those children.

ESSENTIAL DUTIES AND RESPONSIBILITIES *may include the following. Regular, reliable worksite attendance and timeliness is an essential job function to perform the essential duties and responsibilities of the position. While this job description attempts to outline all essential duties of the position, the description is not a contract and the job functions are subject to change at the organization's discretion. Other duties may be assigned.*

Assists with speech, language, and hearing screenings, without interpretation.

Follows documented treatment plans or protocols developed by the supervising SLP.

Documents student performance (i.e., data logs) and reports to the supervising SLP.

Assists the SLP while the SLP performs assessments/evaluations on students.

Assists with clerical duties and departmental operations (scheduling, record keeping, materials preparation, safety and maintenance of supplies and equipment).

Performs evaluations only after supervised training; however, does not interpret the results.

Assists the SLP in writing IEP's but shall not write, develop, or modify a student's individualized treatment plan or IEP in any way without the direct involvement of the supervising SLP.

May attend IEP meetings and present information as directed by the supervising SLP. The SLT shall represent himself/herself as a technician only.

The SLT shall not participate in parent conferences, case conferences, or any interdisciplinary team meeting without the presence of the supervising SLP. SLT representation at an IEP meeting applies only for student with disabilities who have speech and language as a related service. The SLT cannot represent the SLP for speech and language only students.

The SLT does not make eligibility determinations, dismiss children from speech services, or refer children for additional services.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

KNOWLEDGE, SKILLS, ABILITIES, AND QUALIFICATIONS *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must demonstrate an acceptable level of maturity, good judgment, and emotional stability.*

Ability to read, write, and communicate effectively in English at a level required for successful job performance. Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from management, public groups, and/or the WCSD School Board.

Ability to work with applicable mathematical concepts. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Ability to perform mathematical operations using units of American money.

Ability to apply common sense understanding to carry out essential duties of this position. Ability to carry out instructions furnished in written, oral, or diagram form. Ability to troubleshoot and solve problems involving concrete variables situations. Ability to define problems, collect data, establish facts, and draw valid conclusions.

EDUCATION and/or EXPERIENCE

A minimum of a Bachelor's degree in Communication Disorders or equivalent from an accredited college or university.

CERTIFICATES, LICENSES, REGISTRATIONS

Must be able to obtain a Speech-Language Technician License through Utah State Board of Education.

The SLT shall receive USOE-approved training to meet core competencies outlined in the SLP/SLT handbook. This includes: (a) supporting instructional and therapeutic opportunities, (b) demonstrating professionalism and ethical practices, (c) supporting a positive learning environment, and (d) communicating effectively and participating in the team process.

Must have and maintain an active Utah Driver's License. Must complete Utah Risk Management Defensive Driver training every two years. (Utah Code R31-1)

PHYSICAL DEMANDS *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to use hands to handle, or feel, and talk or hear. The employee frequently is required to stand, walk, and reach with hands and arms. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee occasionally works in outside weather conditions. The noise level in the work environment is usually moderate.

Prepared By: Director of Special Education		Date: 01/05/2015
Approved By: Executive Director, Human Resources		Date: 01/08/2015
<input type="checkbox"/> Reviewed <input type="checkbox"/> Revised	By: Director of Special Education	Date: 07/27/2015
<input checked="" type="checkbox"/> Reviewed <input type="checkbox"/> Revised	By: Assistant Director, HR	Date: 05/02/2023
<input type="checkbox"/> Reviewed <input type="checkbox"/> Revised	By:	Date:
<input type="checkbox"/> Reviewed <input type="checkbox"/> Revised	By:	Date:

EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT:

By signing below, I acknowledge that I have received a district approved position description for my current position. I understand it is my responsibility to review the position description and direct any questions regarding the position description to my department supervisor or the Human Resources Department.

Print Name:	Date:
Employee Signature:	