



Title:	Lead Speech Language Pathologist
Reports to:	Exceptional Children's Director
Terms of Employment:	10.5 Months
Salary:	NC Teacher State Salary plus Local Supplement

Qualifications:

- Master's Degree in Speech-Language Pathology
- Passing score on a competency test approved by the NC Board of Examiners for Speech and Language Pathologists and Audiologists

Duties and Responsibilities:

1. Train new SLPs and SLP-Assistants for ECATS and medicaid billing, documentation expectations, MTSS process
2. Advise SLPs about procedures/policies for providing services and resolving difficult situations.
3. Disseminate new information to the department for procedures, expectations.
4. Plan and schedule monthly meetings and beginning of the year professional development to coincide with departmental needs and taking into consideration PGP goals of the SLPs.
5. Inservice as requested by the regular ed and EC teachers about MTSS interventions and student accommodations/modifications.
6. Coordinate with other EC Specialists about information to present to their teachers about communication support in EC self-contained classrooms.
7. SLPs are required to have 1 hr of Ethics training per ASHA certification period (3 years), 30 hrs total of PD for NCBOESLPA licensure per certification period (3 years), and a 1 time 2 hour training on supervision. ASHA offers this as a free training on their website.
8. New SLP Employee training for ECATS and PowerSchool so that they have access when school starts for students
9. Keep caseload and frequency hours data to assist with caseload balance in district and yearly assignments, including, but not limited to soon after 10 day count, in December for next year's assignments, and in June for adjustments to the next year's assignments due to departures of SLPs and moving of EC classrooms (which affects the school's SI caseload).
10. Assist with collecting data for yearly caseload waivers.
11. Ascertain each SLP has a battery of basic assessment kits and access to check-out other assessments from the testing file cabinet.
12. Spot Check documentation for quality and procedural compliance
13. Monitor documentation in IEPs and online documentation for quality assurance and to determine in service needs regarding documentation.
14. Coordinate with Diagnostic Center Staff any speech/language testing needs
15. Attend IEP meetings when necessary to assist therapists
16. Mentor all SLPs and SLP-Assistants.
17. Communicate with principals about concerns for student ST services or SLP performance.