

EAST ORANGE SCHOOL DISTRICT
East Orange, New Jersey



Speech-Language Specialist
Position

REPORTS TO: Director of Special Services

JOB GOAL:

The Speech-Language Specialist serves student classified as eligible for speech and language services

RESPONSIBILITIES:

- 1) Performs as case manager for student classified for speech and language services
- 2) Provides consultation services to staff members regarding student and/or groups
- 3) Cooperatively plans for and provides in-service education for staff, as directed and when appropriate
- 4) Consults with students and parents regarding outside professionals and agencies when appropriate
- 5) Develops a professional working relationship with school personnel
- 6) Uses correct oral and written English when communicating with students, parents and staff
- 7) Demonstrates genuine interest and concern for students through employment of techniques to develop positive self-esteem
- 8) Demonstrates awareness of current trends in education and applies them when appropriate
- 9) Arranges to have supplies and equipment needed for tasks
- 10) Establishes an atmosphere which encourages all students to participate and respect others' opinions
- 11) Implements suggestions and constructive criticism for professional improvement
- 12) Participates in in-service activities

- 13) Adheres to school policies and procedures set forth by the Board of Education and building administration
- 14) Assists the administration in developing, implementing and evaluating school goals, policies and procedures
- 15) Attends conferences and seminars to maintain professional standards
- 16) Schedules caseloads for implementation of program-based objectives in individual education plans
- 17) Provides remediation for students exhibiting language challenges
- 18) Participates as a member of the Child Study Team for pre-school students, when appropriate
- 19) Assists in the evaluation/classification of students exhibiting language challenges
- 20) In accordance with district procedures, initiates procedure for scheduling audiometric evaluations at an outside agency when further assessment is required
- 21) Remains current on assessment tools
- 22) Establishes and maintain open communication with parents, i.e., presentation of classification, development of IEPs, description of program to be provided, monitoring and updating of program
- 23) Demonstrate awareness of current trends in the field of speech and language and apply when appropriate
- 24) Participate in the periodic assessment of the role of the speech-language specialist
- 25) Perform other duties which may be within the scope of his/her employment and certification as may be assigned

QUALIFICATIONS:

- 1) Valid NJ Educational Services Certification with Speech Language Specialist endorsement
- 2) Effective communication and interpersonal skills essential for intervention with students, teachers, and other members of the school community
- 3) Demonstrated ability, or potential, to deal effectively with the needs of students who are at-risk
- 4) Excellent organizational skills
- 5) Required criminal history background check and eligibility to work in the United States.
- 6) All applicants must meet NJ Residency requirements as per "New Jersey First Act", N.J.S.A.

52:14-7 (L. 2011, Chapter 70).

- 7) Must be able to perform the essential functions of the position satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

APPLICATION PROCEDURE:

Qualified applicants are invited to file applications and credentials via
APPLICANT PORTAL at:

<https://portal.eastorange.k12.nj.us/app/applicant/login.php>

SELECTION PROCEDURE:

- 1) Review of credentials filed with the Superintendent of Schools
- 2) An oral interview to determine an applicant's personal qualifications and aptitude for the position, as required
- 3) The appointment of a person to the position advertised is the responsibility of the Board of Education and will be made in compliance with Board policies related to the appointment of professional staff

TERM OF EMPLOYMENT:

Ten-month work year

SALARY RANGE:

Negotiated Bargaining Agreement between the EOBOE and the EOE

Approved by the East Orange Board of Education: August 11, 2015