

School District No. 91 (Nechako Lakes)

JOB DESCRIPTION

SPECIALTY SUPPORT – **PERSONAL ATTENDANT** – Speech Language Pathology Assistant

Rate of Pay: **Band # 9**

SUMMARY

- provides assistance to the Speech Language Pathologist and other teaching professionals in the delivery of speech and language program to students identified with speech and language difficulties
- functions as an advocate for the student and as a member of the school-based team where required

DUTIES & RESPONSIBILITIES

- assists in the implementation of the instructional program for identified students
- communicates with students using specialized skills as required such as sign language
- assesses, monitors, observes and reports to the SLP and classroom teacher on student progress
- assists with the modification of classroom and curriculum materials to meet student and/or group specific needs
- assists student(s) in developing problem solving, socialization and peer interaction skills and/or assists ESL students to understand cultural differences
- assists with specialty student support programs in the areas of speech and language development
- assists with the inclusion of students into the regular classroom
- provides information to the teacher in the preparation of Individual Educational Programs and report cards
- liaises with parents to inform of students' development and progress
- prepares and gathers a variety of materials, equipment and supplies as required by SLP
- assists with gross and fine motor skills programs and activities where required
- provide treatment to clients under the supervision of the SLP
- assist with operational tasks , including scheduling, chart preparation, data collection, record keeping and safety procedures.

QUALIFICATIONS

KNOWLEDGE

- completion of Grade 12 (Dogwood Certificate)
- completion of a Speech Language Pathologist Assistant Diploma program

EXPERIENCE

- 6 months of experience working with children or adults with speech and language difficulties

SKILLS & ABILITIES

- ability to perform work within authorized limits prescribed by supervisor and/or policy; exercising independent judgement in selecting and interpreting information.
- ability to communicate effectively, both orally and written, using tact and diplomacy when handling contacts of a difficult, specialized or sensitive nature.
- ability to adapt classroom learning tasks to the ability/achievement level of learners
- working knowledge of behavior management techniques, conflict resolution and task analysis techniques
- fundamental computer skills
- physical capability to perform the job duties
- maintains the confidentiality of sensitive information seen or heard