



**La Academia de Estrellas**  
 Charter School  
*Where Students Shine!*

	Job Title:	<b>Speech Assistant Bilingual Speech-Language Pathologist Assistant</b>	Reports To:	Supervising SLP/Director of SPED
	Location:	Campuses (Kiest and Hampton)	Hours:	7:30 am-4:00 pm
	Job Classification:	<input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Non-Exempt	Position Type:	<input type="checkbox"/> Part Time <input checked="" type="checkbox"/> Full Time

**Job Function**

This position is responsible for developing and delivering academic instruction and maintaining a learning climate that aligns with charter vision and mission..

**Duties**

These statements describe the general purpose and responsibilities assigned to this position and are not an exhaustive list of all responsibilities and duties that may be assigned.

*Intervention/Therapy - Supervised by (Certified and Credentialed SLP)*

- Develop setting-appropriate intervention plans with measurable and achievable goals that meet student needs.
- Collaborate with teachers regarding student needs.
- Implement intervention plans (Speech IEP goals and accommodations).
- Select and/or develop and use appropriate materials and instrumentation for intervention.
- Share and teach core teachers how to incorporate the above materials into their classrooms.
- Review and modify intervention plans, strategies, materials as appropriate to meet the needs of the SI students.
- Provide therapy in an inclusive classroom setting and/or speech lab.

*Administrative/Compliance*

- Work with assigned SLP supervisor to complete administrative paperwork. (schedules, goals, accommodations, and progress reports)
- Attend student ARDs with assigned SLP supervisor.



*Student Growth and Development*

- Strive to increase all students' communication growth by meeting rigorous Speech IEP goals.
- Communicate with parents on a regular basis regarding student progress and needs.
- Advise administrator if student's lack of school attendance is impacting progress.

*Classroom Management and Organization*

- Establish and maintain standards of student behavior.
- Apply Nurtured Heart approach during interaction with students

*Communication*

- Bilingual SLPA may be asked to support verbal and written Spanish-English communication during ARD meetings, therapy, and parent interactions in real time.
- Support parental involvement strategies including parent communication and preparation of home materials if applicable
- Communicate effectively, recognizing the needs, values, preferred mode of communication, and cultural/linguistic background of the student, family, and professional colleagues to ensure effectiveness in the school environment.
- Collaborate with other professionals to effectively case manage assigned students.

*Professionalism*

- Adhere to the Texas Educators' Code of Ethics.
- Adhere to all charter policies and procedures.
- Work cooperatively with colleagues.
- Respect the confidentiality of records and information regarding students, parents and teachers in accordance with accepted professional ethics, and state and federal laws.

*Growth and Development*

- Maintain and enhance pedagogical skills through in-service and off-site training as determined by district guidelines and through the appraisal process.

*Operational*

- Perform data collection and administrative tasks as required
- Participate periodically in before-school arrival duties and after-school dismissal as assigned.
- Travel between assigned campuses may be required to support student needs at both Kiest and Hampton campuses. Reliable transportation is necessary. Mileage reimbursement will be provided according to charter guidelines, if applicable.

**Other duties as assigned by the SLP Supervisor and/or Special Education Director**

The foregoing statements describe the general purpose and responsibilities assigned to this position and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

**Skills/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.

- Knowledge to interpret, integrate and synthesize core communication concepts
- Knowledge of appropriate professional and clinical speech therapy skills
- Knowledge and experience in incorporating critical thinking and decision-making skills while engaged in identification, evaluation, diagnosis, planning, implementation, and/or intervention.
- Knowledge and understanding of the ARD process and related special education laws.

## Requirements

- Bachelor's degree in Speech Therapy or Communication Disorders
- S.L.P. - certification awarded by the American Speech-Language-Hearing Association (ASHA)
- Bilingual required
- Speech Therapy experience



Job Description Acknowledgement Form

This job description is intended to describe the nature and level of work performed by people assigned to this position. It is not to be construed as an exhaustive list of responsibilities and duties of the job incumbents.

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Upon review of the job description and requirements:

I am able to perform the essential functions of the job.

I am not able to perform the essential functions of the job without accommodations. (Please list accommodations needed to perform the job functions.)

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I am not able to perform the essential functions of the job even with accommodations.



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I have received a complete copy of the job description and understand the requirements of the job.

EMPLOYEE NAME (Please PRINT): \_\_\_\_\_

EMPLOYMENT POSITION: \_\_\_\_\_

EMPLOYEE SIGNATURE: \_\_\_\_\_

Date: \_\_\_\_\_