



Speech Language Pathologist – Job Description

Position Summary

The Speech Language Pathologist (SLP) provides speech and language services to children ages birth to five to support communication development and school readiness. Responsibilities include conducting evaluations, developing and implementing IFSPs and IEPs, delivering individualized therapy, collaborating with families and team members, and ensuring compliance with state and federal special education requirements while advocating for each child's needs. Will consider a clinical fellowship year for the right candidate.

Organizational Culture & Values

Our organization is grounded in the values of **teamwork, integrity, respect, making a difference, optimism, inclusion and belonging, and prioritizing people**. The Speech Language Pathologist reflects these values by advocating for children's communication needs, delivering individualized, evidence-based services, and collaborating with families and team members to ensure every child has the support needed to thrive and reach individualized goals.

Key Responsibilities

Direct Service & Individualized Instruction

- Provide individualized speech and language therapy to address each child's unique communication needs.
- Develop and implement specialized plans aligned with IFSP and IEP goals and service plans.
- Plan therapy sessions and prepare materials tailored to developmental level and learning style.
- Intentionally assess, implement, and support the use of AAC (Augmentative and Alternative Communication) systems and devices when appropriate.
- Monitor progress and adjust interventions, IFSP/IEP goals, or services as needed, including exit planning when appropriate.

Evaluation & Case Management

- Conduct comprehensive evaluations, including observations, parent interviews, teacher interviews, screenings, and standardized assessments.
- Participate in Child Find activities and developmental screenings.
- Write evaluation reports and eligibility documentation in compliance with state and federal regulations.

- Develop IFSPs and IEPs, including measurable goals and service recommendations.
- Serve as case manager when assigned, ensuring timelines, documentation, and services remain compliant.
- Coordinate and prepare documentation for kindergarten transitions and attend transition meetings.

Collaboration & Consultation

- Participate in IEP meetings, transition meetings, MDT meetings, team meetings, and staff meetings.
- Collaborate with teachers to integrate speech and language strategies into classroom routines and curriculum.
- Provide consultation services for children not currently on an IEP when concerns arise.
- Maintain ongoing communication with families regarding progress, strategies, and supports.
- Communicate and coordinate with medical providers, specialists, consultants, and outside service providers as appropriate.
- Work on a team with other SLP's/SLPA's and support supervision and mentorship requirements for SLPA's on staff.

Documentation, Compliance & Reporting

- Maintain accurate and timely session notes, progress reports, and data collection.
- Prepare progress monitoring reports in accordance with IEP timelines.
- Ensure all services and documentation meet state requirements and contractual expectations.
- Manage scheduling and service delivery logistics, including travel between sites as needed.
- Maintain confidential student records and ensure compliance with FERPA, IDEA, and state regulations.

Professional Growth & Advocacy

- Advocate for children's communication needs within the educational setting and broader system.
- Engage in continuing education to maintain licensure and remain current with best practices.
- Promote inclusive practices that support communication access for all children.
- Contribute to a collaborative, strengths-based team culture focused on continuous improvement and school readiness outcomes.

Qualifications

- Master's degree in Speech-Language Pathology from an accredited but will consider candidates in their clinical fellowship year.
- Current state licensure as a Speech Language Pathologist.
- ASHA Certificate of Clinical Competence (CCC-SLP) preferred or eligibility required.
- Experience working with young children (birth–5) preferred.
- Knowledge of IDEA, early intervention, and preschool special education regulations.
- Strong organizational, communication, and documentation skills.

Core Competencies

Individualized Instruction & Therapeutic Expertise · Evaluation & Compliance Management · Family Partnership & Advocacy · Multidisciplinary Collaboration · Data-Driven Decision Making · Communication & Professional Integrity · Organization & Time Management

Reporting Structure

Reports to: Growth and Learning Director

Supervises: None