



TOBAGO HOUSE OF ASSEMBLY
JOB DESCRIPTION
CONTRACTUAL POSITION

JOB TITLE:	SPEECH & LANGUAGE THERAPIST
JOB SUMMARY: To identify students with communication disabilities; planning and implementing appropriate treatment to minimise adverse impact on student success; recommending treatment plans; and providing direction and support to the Student Support Services Supervisor.	
REPORT TO:	Student Support Services Supervisor
SUPERVISION GIVEN TO:	N/A
MAIN DUTIES AND RESPONSIBILITIES:	
<ul style="list-style-type: none">• Assesses students' communication skills (e.g. articulation, fluency, voice, expressive and receptive language, etc.) for the purpose of identifying communication disorders, determining program eligibility and developing recommendations for treatment.• Collaborates with a variety of groups and/or individuals (e.g. parents, teachers and physicians, administrations, maintenance personnel, team members, other professionals, etc.) for the purpose of communication information, resolving issues and providing services in compliance with established guidelines.• Coordinates meetings and processes for eligible students (e.g. testing/screening, IEPs, parents conferences, pre referral staffing, etc.) for the purpose of presenting evaluation results, developing treatment plans and/or providing training to parents/students/staff.• Develop treatment plans, interventions and /or educational materials for the purpose of minimising the adverse impacts of communication disorders in compliance with regulatory requirements.• Instruct assigned support staff for the purpose of providing information on communication disorders, use of assistive devices and feeding techniques and/or implementing prescribed treatment plans.	

- Instruct eligible students in the use appropriate communication technologies (e.g. hearing aids, FM systems, augmentative communication devices, etc.).
- Assist in the procurement of material, spares and equipment.
- Maintains inventory records of material, machinery, equipment and labour services employed.
- Performs related duties as required.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to perform multiple, highly complex, technical tasks with a need to occasionally upgrade skills in order to meet changing job demands,
- Ability to apply assessment instruments, operation specialized equipment used in the treatment of communication disorder,
- Operating standard office equipment including pertinent computer software and preparing and maintaining accurate records.
- Specific knowledge competencies required to satisfactorily perform the functions of the job include; anatomy physiology of speech and hearing mechanisms and disorders, principles and practices of speech and language therapy and pertinent codes, policies, regulations and laws.
- Flexibility to adapt to changing work priorities, communicating with diverse groups meeting deadlines and schedules.
- Ability to work as a team player and work with sensitive people and information.

QUALIFICATION AND EXPERIENCE

- Master's Degree in Speech and Language Therapy
- Three (3) year' working experience in a similar position