

## MT. DIABLO UNIFIED SCHOOL DISTRICT

### CERTIFICATED TEACHING PERSONNEL

3702.3

#### Lead Speech Pathologist

##### Definition:

Under the supervision of the Special Education administrator, the Lead Speech Pathologist will perform a variety of duties including providing direct services to students and assisting with coordination of staff activities. This position will be a 30% position (1.5 days per week).

##### Directly Responsible to:

Executive Director, Special Education or designee. Duties include:

- Provide mentoring and support to colleagues at IEP meetings, and in staffing, assessment planning, clinical support, etc.
- Supervise up to 2 SLP interns in their CFY year.
- Assist with the planning and implementation of regular (monthly) staff meetings for Speech Pathologists and interns.
- Assist with the coordination of professional development in-service trainings (including P.D. necessary to ensure ASHA certification and maintaining California licensure.)
- Assist in the coordination of ordering / purchasing testing and assessment materials, and other resources authorized by administrative staff.
- Collaborate with District administrators to prepare agendas, packets and other components of staff meetings.
- Mentor new speech pathologists and assist in the job-related training and District policies / procedures.
- Participate in interviews for new employees as requested during the work year.
- Provide input to designated administrator regarding staff scheduling and school assignments.
- Provide / facilitate parent training through Community Advisory Council, Making Connections, Special Education Liaison Families and Parent Support Network as requested during scheduled work time.
- Facilitate the development of relevant study / focus groups (e.g.: evidence based practice/Response To Intervention, alternate delivery models, preparing legally defensible reports and IEP's, etc.).
- Represent District SLP's at annual reviews of Medical funds.
- Perform duties related to the Speech Pathologist program as assigned.

Qualifications:

- Employed at least 3 2 years in MDUSD.
- Five years experience as a speech language pathologist preferred.
- Current MDUSD employee.

Procedures:

- Position to be posted for internal applicants every two years.
- Maximum caseload will be reduced appropriate to percentage of SLP position filled in conjunction with this position. (e.g., if serving as 1.0 FTE (maximum caseload of 55 students) 30% of full-time assignment shall be LSP and the remaining 70% shall be performed as an SLP, with a maximum caseload of 39 students (70% of 55 student maximum caseload= 39 students).

Approved by the Mt. Diablo Unified School Board \_\_\_\_\_