

## Job Description: Speech-Language Pathologist – Evaluation Coordinator

Classification: Salaried, Non-Exempt  
Reports to: Clinic Supervisor

Revision date: 2/25/2022

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### Overall Purpose:

The Speech-Language Pathologist will be responsible primarily for initial and ongoing evaluations and proper data collection as well as consultation with educational teams and participation in multidisciplinary evaluations. The Speech-Language Pathologist will also provide top-notch speech/language services in a Listening and Spoken Language methodology for deaf and hard-of-hearing children as well as progress monitoring and ongoing therapy for children from birth through the end of high school. This is a year-round program.

### Essential Functions:

- Completed comprehensive speech and language evaluations, taking responsibility for pre-linguistic and linguistic communication development.
- Collects and organizes data from evaluations over time.
- Provides clear and detailed reports to families and students' schools.
- Attend case conferences to report on students' evaluation data and participate as a member of the case conference committee.
- Obtains consultation from other team members in areas outside their own expertise, such as audiology, social work, cognition, and speech development, to fully address the needs of individual children on caseload.
- Communicates effectively with the audiologist to get the best outcomes from amplification including cochlear implant mappings.
- Provides excellent ongoing Listening and Spoken Language therapy.
- Assists with service coordination outside of the SHRC, in the community, in the school, and in home-based settings to achieve goals in all necessary areas.
- Follows all regulations set forth by Indiana's First Steps program (e.g., continuing education, paperwork, billing, credentialing).

### Additional Tasks and Responsibilities:

- The SLP may be called upon to assist with Hear Indiana programs (e.g., camp, conference, Run for Sound, parent night) and assisting with training for parents and other providers.
- Will be asked to speak at or provide support at Parent INcourage Night throughout the year.

### Knowledge, Skills and Abilities Needed:

- Must maintain licensure/certification and participates actively in service activities and the professional community within own discipline.

- Must hold LSLS Certification or be working toward/willing to work toward LSLS certification.
- Ability to lift 30lbs. Frequent sitting, standing and walking.
- Computer proficiency for Microsoft Office required.
- Good planning and organizational skills.
- Well-developed interpersonal and communication skills.
- Professional appearance and manner.
- Must hold a valid Indiana driver's license and active auto insurance.

#### Competencies

- Friendly with a Customer Focus.
- Personal Effectiveness/Credibility.
- Thorough and organized.
- Collaboration Skills.
- Excellent written and oral communication skills.
- Flexibility and entrepreneurial spirit.

#### Education/Experience:

- Minimum of a Master's Degree in Speech-Language Pathology.
- Holder of Certificate of Clinical Competence (CCC) from the American Speech-Language-Hearing Association (ASHA).
- Licensed to practice as a Speech-Language Pathologist in Indiana.
- Preference is given to those with LSLS Certification and experience working with children who are deaf or hard of hearing learning to listen and speak through the use of hearing aids and/or cochlear implants

#### Position Type and Expected Hours of Work:

This is a full-time 30-40 hr/week position.

#### Travel:

Traveling to school districts in the Indianapolis area and to families' homes, daycares, and audiology appointments throughout most of First Steps Cluster G may be required. These areas include Hamilton and Tipton Counties and NE and S Indianapolis.

#### Other Duties:

Please note, this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Please send a cover letter and resume to [jobs@hearindiana.org](mailto:jobs@hearindiana.org). Thank you!