



POSITION AVAILABLE: Wyoming Child & Family Development, Inc. is accepting applications for a Speech-Language Pathologist. This position comes with excellent benefits. For application/information: www.wyomingchild.org, 307-836-2751. **“This institution is an equal opportunity provider”**

JOB DESCRIPTION

TITLE OF POSITION: SPEECH/LANGUAGE PATHOLOGIST

SUPERVISED BY: Center Coordinator

GENERAL RESPONSIBILITY: To serve as a member of the Multidisciplinary Team (MDT) to evaluate children between the ages of birth through five (5), and to assist in the development of Individual Education Plans (IEP) or Individualized Family Service Plans (IFSP). To provide individual therapy to children. To provide training to staff and parents in the areas of expressive and receptive language skills, oral motor functioning abilities, and remediation or adaptations to provide services for hearing impaired children and provide appropriate documentation of those services.

MINIMUM QUALIFICATIONS:

- Master's Degree in Speech/Language
- Current certification, in good standing, issued by the State Department of Education and/or Wyoming Professional Licensing Board of Speech Pathology & Audiology and an American Speech and Language Association Certificate of Clinical Competence (CCC).
- Must be able to work well with adults and birth to six-year-old children, including those from low-income families and with special needs.

ESSENTIAL FUNCTIONS:

1. Evaluate 0-5 year olds with standardized age appropriate assessment tools.
2. Provide direct therapy to children in a variety of settings and weather conditions including the classroom, private childcares and preschools, and family homes.
3. Work within federal and state guidelines in providing therapy services.
4. Accurately calculate test results to obtain scores for the purposes of qualification of disabled children.
5. Provide training and technical assistance to parents and staff in the area of pediatric language development and specific disabilities.
6. Participate in preschool screening activities as designated by the Special Services Coordinator/Area Coordinator/Center Coordinator.
7. Participate in meetings with program staff for the purpose of feedback, evaluation, modification, and progress of the enrolled children of the program.
8. Provide assistance in the developing or modification of adaptive equipment.
9. Maintain accurate and complete student records and prepare reports on children and activities, as required by laws, agency policies, and administrative regulations.
10. Assist in collection of data for providing appropriate classroom interventions.
11. Assist in preparation of data for local, state, and federal reports.
12. Provide training to staff and parents on techniques and procedures to use with a specific disability as related to a child.

13. Communicate effectively with staff, children, and families.
14. Recruit children and families for program enrollment in accordance with the guidelines established by the US Department of Health and Human Services, Office of Head Start, and WCFD.
15. Perform other related duties as assigned by the Board or its designee.
16. Supervise SLPA as assigned and in conjunction with the Wyoming Board of Speech Pathology & Audiology.

ALL REQUIREMENTS FOR THIS POSITION WILL MEET THE HEAD START/EARLY HEAD START PERFORMANCE STANDARDS, DFS LICENSING, NAEYC STANDARDS, WYOMING DIVISION OF DISABILITIES RULES AND REGULATIONS AND WCFD POLICIES AND PROCEDURES. ALL EMPLOYEES WILL ADHERE TO THE MISSION, VISION, AND VALUES OF WCFD.

THESE ARE MINIMUM REQUIREMENTS, NOT PERSONAL QUALIFICATIONS OF THE PERSON(S) PRESENTLY IN THE JOB. IN OTHER WORDS, YOU MUST MEET THESE REQUIREMENTS IN ORDER TO BE CONSIDERED FOR THE JOB.

STANDARD JOB REQUIREMENTS:

- Able to perform the essential functions of the position, as defined in the job description, without presenting a danger to either self or others, with or without reasonable accommodations.
- Must have an employment physical and TB test prior to work with children.
- Must have AHA CPR and First Aid Training completed within 90 days, unless otherwise specified by the supervisor.
- Wyoming Child and Family Development, Inc. requires all prospective employees to participate in a Central Registry and criminal background check, including fingerprinting upon hire and every 5 years.
- Must have a valid driver's license, safe driving record and liability insurance as required by Wyoming State Law. Driving records are reviewed annually
- Wyoming Child and Family Development requires an initial statement of health from a licensed healthcare provider and a renewed statement every 5 years.

PHYSICAL/ENVIRONMENTAL REQUIREMENTS:

1. Must be able to work with families and children birth through age 5.
2. Must possess proper stress management techniques.
3. Must possess visual acuity and stamina to read technical material for extended periods of time.
4. Be able to sit, stand, or walk for long periods of time without fatigue or discomfort.
5. Must be able to travel to site locations, meetings and trainings, both in and out of state.
6. Must be willing to drive in a variety of weather conditions.
7. Must be able to hear and process ordinary conversation and telephone conversation.
8. Must be able to communicate effectively with staff, children, families, and community.
9. Must be able to tolerate air-conditioned buildings and fluorescent lights.
10. Must be able to climb stairs, stoop, kneel, crouch and/or reach, to retrieve materials and supplies from ground level to a height of at least 5 ft.
11. Must have upper body strength to lift and carry the equivalent of 50 pounds.
12. Must be able to assist a child to safety in case of an emergency.
13. Must be able to work in a flexible daily routine and change as required.
14. Must be able to work in a variety of temperatures, including hot and cold weather.
15. Transportation staff must:
 - a. Able to tolerate possible exposure to biohazards, i.e., body fluids, etc.
 - b. Ability to recognize mechanical problems that would require stopping of bus to prevent damage or potential accident while driving.
 - c. Able to read gauges on dash of bus and recognize indicator of problems.
 - d. Able to tolerate possible gas and diesel fumes.
 - e. Able to tolerate dust and gravel.