

EMPLOYMENT OPPORTUNITY

THE PERSONNEL COMMISSION
GARDEN GROVE UNIFIED SCHOOL DISTRICT
INVITES APPLICATIONS FOR

**** NOW AVAILABLE ONLINE ****
Fill-In application forms
www.ggusd.k12.ca.us
Click on Employment.

SPEECH AND LANGUAGE PATHOLOGY ASSISTANT

OPEN/CONTINUOUS RECRUITMENT
OPEN TO THE GENERAL PUBLIC AND DISTRICT EMPLOYEES
THIS ELIGIBILITY LIST WILL BE GOOD FOR TWELVE (12) MONTHS

REVISED

SALARY: \$21.63 per hour with four annual step increases to \$26.35 per hour (05-06 Rate)
PERSONNEL COMMISSION APPROVAL: OCTOBER 5, 2005
POSTING DATE: NOVEMBER 29, 2005
LAST DAY TO FILE: OPEN/CONTINUOUS

ABOUT THE JOB: Full- and/or part-time school session positions are available. Under the general direction of a Speech Pathologist or under the immediate direction of the site administrator while performing services at the school site, provides activities designed to develop pre-language and language skills, oral-motor control for speech production, vocalization, and use of assistive technology devices for communication. Works with students who have severe speech/language disorders, and frequently physical and emotional disabilities as well; performs related work as required.

ESSENTIAL DUTIES

- Conducts speech-language screenings using a variety of screening tools and techniques.
- Follows documented therapy plans; assists with informal documentation.
- Documents student progress.
- Assists speech-language pathologist during assessment.
- Prepares therapy materials and/or equipment for use in classroom and therapy activities.
- Adapts or modifies instructional materials and /or equipment, as determined by student needs and abilities, for teacher use in the classroom.
- Schedules activities, prepares charts, records, graphs, or otherwise displays student performance data.
- Performs checks and maintenance on augmentative communication devices and equipment.
- Deals effectively with behaviors of students.
- Maintains student performance documentation.
- Maintains a facilitating environment for assigned tasks.
- May participate in research projects and in-service training.

EMPLOYMENT STANDARDS

Education and Experience: An Associate's degree, completion of a Speech-Language Pathology Assistant program, registration as a Speech-Language Pathology Assistant with the State of California, and six months of paid or volunteer experience in a Speech-Language Pathology Assistant program. (Proof of registration will be required in order to pass probation.)

KNOWLEDGE AND ABILITIES

Knowledge of: Correct English usage, spelling, grammar, and punctuation; effective record keeping practices and procedures; human anatomy and physiology; normal speech, language, and hearing development; language disorders and rehabilitation; articulation disorders and rehabilitation; acquired disorders and rehabilitation; clinical methods and procedures; and hearing disorders and aural rehabilitation.

Ability to: Perform simple math calculations to compile reports; maintain records and status reports; recall facts, figures, names, faces, and information; complete tasks in a timely manner; interact successfully with parents, students, supervisors, school staff, and community agency representatives; use good judgment in making independent decisions to respond to student requests and needs; select appropriate techniques to be used with students; meet accuracy and productivity requirements to perform the required tasks of this position; and communicate effectively in English.

LICENSE: Must possess and maintain a valid Class C California Driver License and remain insurable at the standard insurance market rate. Applicants must submit a recent (within 30 days) **original** DMV record with their applications.

SELECTION PROCEDURES: Applications will be accepted from the general public and district employees who possess the above qualifications. *The district reserves the right to invite in applicants whose qualifications most closely meet the requirements needed for the position.* The examination may consist of an evaluation of training and experience, and of written, performance, and oral/technical exams. Persons needing reasonable accommodation must notify the Office of Personnel Services by the last day to file. A qualifying score must be achieved on all portions of the examination in order to be placed on the open eligibility list. Outside and district candidates will be placed on one ranked list, with eligible district employees receiving five seniority points which will be added to their final scores.