



## **JOB DESCRIPTION 32.1**

**TITLE:** Augmentative Communication Specialist

**FUNCTIONAL TITLE:** Augmentative Communication Specialist

**JOB CATEGORY:** Communication Instructor

**REPORTS TO:** Director of Education and Therapy

**BASIC FUNCTIONS:** Provide direct service to students as outlined in their IEPs. Facilitate the integration of communication goals with periodic consultation with therapy, nursing, and education staff. Assist in developing communication goals for students.

**SCOPE:** Develop communication goals for students and provide class instruction and consultation to reach stated goals. Provide facility staff training when appropriate. Interface with state and federal agencies as required.

### **QUALIFICATIONS:**

- Masters Degree in Speech Pathology and certified by the American Speech and Hearing Association.
- Training and experience in the field of communication dealing with children who are multi-handicapped and/or experience with alternative/augmentative communication.
- Knowledgeable about normal and abnormal development, differing techniques for encouraging communication development, technology and non-technology based augmentative communication systems, trends and practices in the field of alternative/augmentative communication.
- Knowledge of funding techniques, sources and agencies for communication equipment and technology.
- At least three years experience working with individuals with intensive special needs preferred.
- Supervisory experience preferred.

- Leadership skills and problem solving abilities.
- Licensed as a speech/language pathologist by the Department of Education.

**SCHEDULE:** Full-time position

**JOB DESCRIPTION:** Education Staff

- Participates in providing direct and consultation services to students.

**RESPONSIBILITIES AND OBJECTIVES:**

- Assist the Director of Education and Therapy in providing communication training to facility staff.
- Provide direct service to students as recommended in their assessments and outlined with their IEPs.
- Provide class instruction and consultation.
- Facilitate the integration of communication goals through periodic consultation with therapy, nursing, and education staff.
- Assist in the development of communication goals and objectives for students.
- Assess students for technology use and refer staff, families, and school liaisons to appropriate hardware and software.
- Provide referrals, evaluations, documentation, goals and objectives to state and federal agencies on an as needed basis.
- Submit quarterly summaries to classroom teachers, parents, and other team members.
- Document weekly assessments, treatments and consultations in student files.
- Coordinate the Augmentative Communication Center at Seven Hills at Groton whereby all team members (teachers, therapists, psychologist, parents, nurses) participate in the assessment of each student's communication skills, resulting in recommendations for individualized communication programs including recommendations for appropriate switches, mounts, and software supports.
- Communicates with the medical, nursing, educational and other departments.

- Maintains a liaison with the student/adult, their families, support personnel, and other agencies to assure that student/adults needs are continually met.
- Knowledgeable about regulations of Department of Education, the IEP and documentation of progress of goals and objectives.

**EXPECTATIONS:**

- To carry out all responsibilities professionally and efficiently.
- To work in harmony and in support of the Seven Hills Foundation operating subsidiaries.

**WORKING CONDITIONS / PHYSICAL REQUIREMENTS:**

- May have to work in crowded spaces within classrooms, at the bedside, poolside, or in a designated outdoors or community area.
- Work schedule may include unexpected additional hours and necessitates a flexible approach to time on the job.
- May occasionally be exposed to contagious diseases.
- May involve daily positioning, transferring and provision of personal care to students. Lifting of 50 pounds up to 20 times per day.

**STATUS:** Non-exempt

I have read and understand my job description.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Printed Name

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Date