



We are pleased to announce that we are seeking qualified applicants for the position of  
**SPEECH LANGUAGE PATHOLOGY ASSISTANT**

High Desert ESD celebrates all cultures and languages and is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive considerations for employment without regards to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

**POSITION(S): 1**      **Speech Language Pathology Assistant**  
**40 hrs/week, M-F, 189 days**

**LOCATION:**            **Bend Early Childhood Program**

**START DATE:**        **August 24, 2022**

**SALARY RANGE:**    As established by bargaining agreement, Classified Wage Schedule, starting range \$18.71 - \$22.76/hr  
Benefits include family insurance package, paid sick/personal leave and paid holidays, generous PERS contribution

**QUALIFICATIONS:**    **Definition**  
The Speech Language Pathology Assistant provides child services that have been planned and designed by the supervisory Speech Language Pathologist. Duties and responsibilities depend on class/program assignments. The directing Speech Language Pathologist will provide sufficient direction to ensure appropriate understanding and completion of all tasks assigned to the assistant. The assistant may not determine case selection, provide assessment or program planning independently, or transmit any information including data impressions, behavior, or progress of the students to anyone but the directing Speech Language Pathologist.

**Qualifications**

Applicants must hold a Speech Language Pathology Assistant Certificate from the Oregon Board of Examiners for Speech Language Pathology. There is a minimum requirement of an Associates Degree. An emphasis on child development is preferred. This position requires sincere commitment to learn techniques, procedures and routines quickly and to follow oral and written instructions rapidly and accurately. Communication skills must be adequate for the tasks assigned. Must have proven ability to relate to the population being served. The ability to perform significant reaching, bending, stooping, crouching and lifting 50 pounds is expected. Must have access to reliable transportation, and consistent attendance is required. Applicants must have successful experience in working with culturally diverse families and communities, and/or have otherwise demonstrated a commitment to equity and strengthening engagement of a diverse community and skill in communicating with a diverse population.

Please see attached job description for additional information and responsibilities.

**APPLICATION PERIOD:**      Open until filled

**CONTACT:**            **DIRECT YOUR INQUIRES REGARDING THIS POSITION TO**  
Jennie Willis, 541.312.1961 or [jennie.willis@hdesd.org](mailto:jennie.willis@hdesd.org)

**A COMPLETE APPLICATION INCLUDES**

- Letter of interest stating how your background experience qualifies you to assume the responsibilities of this position
- Current résumé
- Completed application form (may be downloaded from HDES website [www.hdesd.org](http://www.hdesd.org) or through Recruit & Hire site <https://highdesert.tedk12.com/hire/Index.aspx>)
- Three (3) professional letters of recommendation

**DIRECT YOUR MATERIALS REGARDING THIS POSITION TO**

Kristen Johns, Human Resources Specialist  
High Desert ESD  
2804 SW Sixth Street  
Redmond Oregon 97756  
Fax 541.638.9654  
[kristen.johns@hdesd.org](mailto:kristen.johns@hdesd.org)

If you currently hold a regular position with HDES, you may apply by submitting a cover letter, an up-to-date resume including your current position, and an up-to-date list of references.

High Desert ESD is an affirmative action equal opportunity employer and complies with federal and state statutes that prohibit discrimination on the basis of race, color, national origin, religion, sex, age, disability or marital status. If you have a disability and need an alternate format in order to complete the employment process, you may call Human Resources at (541) 693-5600. Please leave a message describing the alternate format needed. The ESD is committed to maintaining a drug-free workplace and strictly complies with drug testing policy. Employment with HDES requires employee's wages be paid via direct deposit to a bank account or paycard.

APPROVED:            4/15/22

**DIRECTOR OF HUMAN RESOURCES**  
**Posting # C22-23/105-223**

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**Classification**    Classified

**Reports to**        Assigned Speech Language Pathologist

## **Performance Responsibilities**

1. Record data relative to the child's performance and give to the supervising speech language pathologist for interpretation
2. Report changes in child's performance
3. Prepare materials
4. Participate in professional research projects and inservice trainings as needed
5. The employee is sometimes required to assist a student in standing, walking or sitting
6. Establish and maintain effective working relationships with others
7. Communicate appropriately and regularly through use of email
8. Respect and maintain confidential information in all situations
9. Fulfill other related duties as assigned by supervising speech language pathologist and program supervisor

## **Terms of Employment**

Salary benefits and vacation are established by policy and the collective bargaining agreement.