

SESC JOB POSTING

Location: Braxton County – Davis and/or Sutton Elementary School

Job Title: Speech Facilitator (2 positions to be hired)

Compensation: \$17 per hour

Working Arrangement: 3 days per week to be assigned by director or administrator

Employment may end by either party with a 30 day written notice

Requirements: High School diploma; experience working in a school setting preferred.

Duties

- Facilitator provides schedule to therapist for students.
- Facilitator will record absences of students or therapist.
- Facilitator will remain with student throughout therapy session.
- Facilitator will assist the Speech Pathologist with materials requested for the speech therapy session and assist the student with accessing teleconferencing features
- Facilitator will assist the Speech Pathologist in maintaining the time of treatment for each student and keep on schedule.
- Facilitator will keep up-to-date with the school's classroom and special events schedules, as well as keeping the Speech Pathologist informed of these schedules.
- Supervise students at all times while in therapy sessions.
- Provide communication between the therapist and school liaison, administrators, or case managers.
- Keep accurate data tracking for therapy sessions.
- Other duties as assigned by administrator.

Deadline to Apply: August 16, 2023 at 4pm – or until filled

Send applications to: jlbutcher@wvesc.org

Deadline to Apply: August 15, 2023 at 4pm – or until filled

Send applications to: jibutcher@wvesc.org