



## **Speech-Language Pathology Assistant (SLPA) – Pediatric & Youth Services**

**HEAR Center** | Pasadena, CA (301 E. Del Mar Blvd., Pasadena, CA 91101)

**Status:** Up to 30 hours | Non-Exempt (\$32 Hourly)

**Schedule:** Monday–Friday

**Reports to:** Lead/Supervising Speech-Language Pathologist (SLP)

### **About HEAR Center**

HEAR Center is a Pasadena-based nonprofit clinic providing complete and affordable hearing and speech services so children and adults can communicate, learn, and thrive.

### **Position Summary**

The Speech-Language Pathology Assistant (SLPA) provides direct speech-language therapy services to children and youth as delegated by, and under the supervision of, a licensed Speech-Language Pathologist (SLP). The SLPA implements treatment activities, documents performance and progress data, supports family/caregiver education, and helps ensure high-quality, culturally responsive, and accessible care consistent with HEAR Center's mission.

This role is ideal for someone who is detail-oriented, warm with children and families, and committed to nonprofit, community-based service delivery.

### **Primary Responsibilities**

The essential functions include, but are not limited to:

#### **Direct Therapy Services (Children & Youth)**

- Provide speech-language therapy services to pediatric and youth clients as outlined in SLP-developed treatment plans and within SLPA scope of practice.
- Implement individualized therapy activities targeting areas such as articulation/phonology, language, fluency, voice/resonance, social communication, and related goals, as appropriate to the client's plan of care.
- Use play-based and evidence-informed approaches appropriate for development, attention, sensory needs, and family priorities.
- Support caregiver coaching by reinforcing home practice strategies designed by the supervising SLP.

#### **Data Collection, Documentation & Care Coordination**

- Collect accurate session data (trials, accuracy, cueing level, behavior/participation, functional outcomes) and maintain timely documentation per clinic protocols.
- Communicate progress, barriers, and treatment observations to the supervising SLP; participate in care coordination huddles as needed.



- Maintain therapy materials and support preparation of session plans and resources for families.

### **Supervision & Professional Practice Requirements**

- Work under a licensed California SLP with an established supervision plan; comply with required supervision and documentation processes.

### **Client Experience & Nonprofit Clinic Best Practices**

- Provide trauma-informed, culturally responsive, and family-centered service that respects each client's background, language, and lived experience.
- Maintain a welcoming, professional clinic environment and support client retention by reducing missed visits through reminder workflows and clear communication (in collaboration with the front office).
- Support quality improvement by following standard protocols, participating in training, and contributing to solutions that improve access and service delivery.

### **Compliance, Privacy & Safety**

- Protect client confidentiality and follow privacy/security expectations (including HIPAA-aligned practices) and clinic policies.
- Follow infection-control and safety procedures and report any safety concerns promptly.
- Complete required trainings, which may include child abuse/neglect mandated reporter training and reporting responsibilities under California law, as applicable to role duties.

### **Qualifications**

#### **Required**

- Meets California SLPA registration requirements and maintains active status in good standing (as applicable).
- Demonstrated ability to work effectively with children and families in a clinical, school, or community setting.
- Strong communication skills, professionalism, and comfort collaborating with supervising clinicians and front office staff.
- Reliable documentation and data-entry accuracy; comfort learning clinic systems and workflows.

#### **Preferred**

- Experience delivering pediatric speech-language services (outpatient clinic experience a plus).
- Bilingual (English/Spanish).
- Experience supporting caregiver coaching and home practice carryover.



## Core Competencies

- Warm, engaging rapport with children and caregivers
- Clinical follow-through and attention to detail
- Time management in a fast-paced clinic schedule
- Teamwork and responsiveness to supervision
- Mission alignment and service mindset in a nonprofit setting

## Work Environment & Physical Requirements

- Clinic-based role with frequent standing/sitting, floor play with young children, and repetitive computer/keyboard use.
- Ability to lift/move therapy materials up to approximately 25 lbs as needed.

## Compensation & Benefits

- **Pay Range:** \$32 per hour (non-exempt).
- HEAR Center offers a benefits package that may include retirement plan options, paid time off, holidays, and health benefits (based on eligibility and current plan offerings).

## To Apply

Please send cover letter and resume: [careers@hearcenter.org](mailto:careers@hearcenter.org).

**Equal Employment Opportunity (EEO) & Non-Discrimination:** HEAR Center is an Equal Opportunity Employer. We are committed to creating an inclusive environment for all employees and applicants. Employment decisions are made without regard to race, color, religion (including religious dress and grooming practices), creed, national origin, ancestry, citizenship status, physical disability, mental disability, medical condition, genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding and related medical conditions), gender, gender identity, gender expression, age, sexual orientation, military or veteran status, or any other characteristic protected by federal, state, or local law.

**Reasonable Accommodation:** HEAR Center will provide reasonable accommodation to qualified individuals with disabilities and to applicants with disabilities, upon request.

**At-Will Employment:** Employment with HEAR Center is at-will. Either the employee or HEAR Center may terminate employment at any time, with or without cause or notice, subject to applicable law. Nothing in this job description creates a contract or guarantee of employment for any specific duration.

**Background Check (if applicable):** Employment may be contingent upon successful completion of a post-offer background check and/or Live Scan fingerprinting, as permitted by law and consistent with HEAR Center policy.

**Drug-Free Workplace:** HEAR Center maintains a drug-free workplace in accordance with applicable laws and organizational policy.

**Confidentiality & Privacy:** This position requires strict adherence to confidentiality and privacy



requirements, including protection of client and organizational information.

**Job Description Disclaimer:** This job description describes the general nature and level of work and is not an exhaustive list. Duties and responsibilities may change at any time with or without notice, consistent with organizational needs.