



JOB DESCRIPTION- SPEECH LANGUAGE PATHOLOGY ASSISTANT PROGRAM CURRICULUM DEVELOPER

General Description/Primary Purpose:

The Speech-Language Pathology Assistant (SLPA) Program Curriculum Developer is responsible for creating, reviewing, and maintaining curriculum and instructional materials for the SLPA program at Murray State College. This position ensures all course content aligns with college standards, accreditation requirements, and current practices in the field. The developer collaborates with faculty and administration to design engaging, student-focused learning experiences that prepare students for professional success. This position reports to the Dean of Health Sciences.

Classification: Part-Time, Non-Exempt

Salary: \$20 hourly

Appointment: 12-Week appointment

Overview:

Murray State College is a small, open-door community college that provides personal growth and success opportunities to students of all educational backgrounds. Employees at MSC will flourish in a family-like environment that offers collegiate support and opportunities for advancement.

Located in the heart of the Chickasaw Nation, MSC's service area comprises small towns with low cost of living and numerous natural attractions which offer fishing, hiking, and camping. Conveniently located within a two-hour drive of Dallas and Oklahoma City, MSC offers the best of both worlds: small- town life with access to big city offerings.

Description of Job Functions:

1. Develop a robust curriculum that includes coursework in communication disorders, therapeutic techniques, cultural competence, and professional ethics, ensuring alignment with ASHA guidelines and state licensure requirements.
2. Establish partnerships with local healthcare and educational institutions to provide students with supervised field experiences, facilitating hands-on learning under the guidance of certified SLPs.
3. Ensure the program meets all accreditation standards and prepares students for eligibility to take the SLPA certification exam, adhering to the educational pathways outlined by ASHA. Develop a program handbook with sections for students, faculty, and adjuncts.

4. Create or identify comprehensive instructional materials, including Departmental level syllabus standards, Student Learning outcomes, assessment tools, and multimedia resources, to support diverse learning styles and promote student engagement.
5. Work closely with faculty members across campus and especially from other Allied Health Programs to ensure support in delivering the curriculum effectively, incorporating best practices in pedagogy and clinical instruction.
6. Implement sustainable assessment strategies to evaluate program effectiveness, student learning outcomes, and clinical competencies, using data to inform continuous improvement efforts.
7. Anticipate potential expenditures related to establishment, and deployment of this program.
8. Develop the application process including selection criteria.
9. Perform additional responsibilities as assigned by supervisors or the Office of Academic Affairs.
10. To meet objectives of virtual work-related situations and/or extended periods when working from home, all faculty and staff must have access to 24/7 reliable off-campus Internet.
11. Successfully complete yearly state-mandated training modules and required NIMS (IS-100.HE and IS-700.a) training upon employment.

Required Knowledge, Skills, and Abilities

Individuals must possess these kinds of knowledge, skills, and abilities or be able to explain and demonstrate that the individual can perform the essential functions of the job, with or without reasonable accommodations, using some other combination of skills and abilities.

- Familiarity with ASHA guidelines, state licensure requirements, and accreditation processes for SLPA programs.
- Proficiency in educational technologies, learning management systems, and virtual collaboration tools.
- Strong organizational, communication, and interpersonal skills, with the ability to work collaboratively across departments and with external partners.
- Develop critical thinking exercises and well-organized lectures.
- Communicate clearly and effectively to students in varied course structures.

Rank Statement: Policy Statement (Approved by the MSC Board of Regents June 17, 2014)

Murray State College recognizes four classifications of academic rank:

1. Instructor
2. Assistant professor
3. Associate professor
4. Professor

Regular full-time permanent faculty are ranked as an instructor upon employment in a full-time permanent faculty position. Regular full-time permanent faculty have the opportunity to apply for promotion in academic rank as outlined in the Faculty Promotion in Rank and Tenure Procedure. Must meet the evidentiary criteria for promotion in rank in minimum requirement and meet requirements for renewal -see Policies and Procedures Handbook. Monetary incentives for promotion in rank may be provided based upon the specified procedures and the availability of funds.

Other Ergonomic Requirements:

Performance of job functions related to instruction requires seeing, hearing and speaking as well as some amount of stooping, reaching, lifting, walking, and carrying of supplies and light equipment. All individuals are required to be able to perform the movements without significant risk of injury to themselves or others, or to otherwise demonstrate or explain how they can perform the essential functions of the job.

Hours:

The employee will work 8 hours per week for a period of 12 weeks. Work hours will be scheduled within Murray State College's regular hours of operation, Monday through Thursday, 8:00 a.m. to 5:00 p.m., and Friday, 8:00 a.m. to 12:00 p.m. Specific workdays and times will be determined based on departmental needs and supervisor approval.

Qualification Standards:

1. **Minimum Education Required:** Master's degree or higher in Speech-Language Pathology, Communication Sciences and Disorders, Curriculum Development, or a related field.
2. **Minimum Experience:** Minimum of 3 years of experience in speech-language Pathology.
3. **Preferred Experience:** Experience in developing community college programs or working within the community college system. Experience in curriculum development or academic program design. Background in interprofessional education and collaborative practice models. Bilingual proficiency or experience working with culturally and linguistically diverse populations.
4. **Licensure/Certification:** Current ASHA certification (CCC-SLP) and state licensure as a Speech-Language Pathologist is highly desirable.
5. **Professionalism:** Faculty at MSC are expected to demonstrate dedication to teaching and to showing professional competence, integrity, and enthusiasm in the performance of all responsibilities.

6. **Image:** Murray State College employees are expected to maintain a neat, well-groomed and professional image at all times while performing their responsibilities.
7. **Background Check:** The successful candidate must give permission to have a formal background check conducted, and employment is contingent upon the results of the national criminal and sex offender background check.

Application Process:

1. Letter of Application
2. Resume
3. Unofficial college transcript(s). NOTE: Official transcript(s) required upon employment.
4. Murray State College employment application.
5. MSC Background Consent Form.

Submit the application to:

Human Resources Office
Murray State College
One Murray Campus, Suite AD 104
Tishomingo, OK 73460
MSCemployment@mscok.edu

MSC participates in E-Verify.

MURRAY STATE COLLEGE IS AN EQUAL OPPORTUNITY EMPLOYER Murray State College, in compliance with Titles VI and VII of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, Americans with Disabilities Act of 1990, and other Federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, handicap, or status as a veteran in any of its policies, practices or procedures. This includes but is not limited to admissions, employment, student financial aid, and education.