

30th Avenue and 75th Street · Jackson Heights, NY 11370-718.350.3300

## Executive Director, Hearing & Speech

**Nature of Work:** Reporting to the Superintendent/CEO, provide effective leadership in the design and execution of all Lexington Hearing & Speech Center's programs and services. Serve a broad range of population demographics from pediatric to geriatric, comprising both Lexington School students and clients from the community, with an emphasis on early intervention.

### Qualifications:

- Doctoral degree in audiology or speech-language pathology preferred.
- A.S.H.A. certification (C.C.C.) in audiology and/or speech-language pathology.
- New York State license to practice audiology.
- New York State Hearing Aid Dispenser License.
- Knowledge of state-of-the-art audiologic practice, and a demonstrated commitment to research.
- Experience as an administrator in the field to manage a fee-for-service organization.
- Knowledge of sign language or willingness to learn.

### Responsibilities:

- Provide audiological services to Lexington School students, with an emphasis on pediatrics.
- Provide clinical services in audiology and speech therapy, including the dispensing of hearing aids, to the hearing-impaired community.
- Formulate, recommend and implement policy in accordance with Board of Trustee direction and applicable laws and regulations, and develop long term annual goals and objectives.
- Encourage, supervise and conduct research, disseminating information to the professional community and maintaining national visibility in the field.
- Provide supervision of audiology staff.
- Provide in-service to Lexington School for the Deaf staff.
- Develop grants and seek outside funding in conjunction with the Office of Development and Public Relations.
- Maintain liaison with other health care agencies and university training centers, and represent the program at clinical and scientific meetings.
- Prepare/monitor annual budget in conjunction with the Director of Finance and prepare annual report for the Board of Trustees.
- Supervise all record keeping for the Hearing & Speech Center and ensure the confidentiality of information with all clinical staff.
- Carry out normal managerial responsibilities, including the recruitment and hiring of professional staff.

Available: Immediately

For Information,  
Contact: Dr. Regina Carroll-Superintendent/CEO  
718-350-3090 or email [gcarroll@lexnyc.org](mailto:gcarroll@lexnyc.org)

To Apply,  
Contact: [jobopportunities@lexnyc.org](mailto:jobopportunities@lexnyc.org) or fax to 718-350-3332  
(Please indicate "Executive Director of Hearing and Speech" on subject line)