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| <b>1. About position</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                           |
| Title                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Assistant Speech Therapist                |
| Reporting to                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Head of Department – Rehabilitation       |
| Location                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | KIRAN Society, Rehabilitation department. |
| <b>2. Background – About organization and project</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                           |
| <p>KIRAN Society is a non-governmental organization (NGO) working for the last 35 years for the empowerment of children and youth with disabilities through rehabilitation, education, livelihood opportunities, and skill training. The organization provides therapeutic, educational, and vocational services through both institutional and Community-Based Rehabilitation (CBR) programmes.</p> <p>The Rehabilitation Department provides multidisciplinary intervention for infants, children, and young adults (0–25 years) with developmental disabilities including Autism Spectrum Disorder (ASD), Cerebral Palsy (CP), ADHD, Down Syndrome, Intellectual Disability, speech and language disorders, feeding and swallowing difficulties, hearing impairment, and other neurodevelopmental conditions.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                           |
| <b>3. Overall function and responsibility</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                           |
| <p>The Assistant Speech Therapist will independently assess, plan, implement, and document speech, language, communication, and feeding interventions for assigned children and young adults (0–25 years) with developmental disabilities. The incumbent will manage an independent caseload while working under the <b>clinical</b> guidance and supervision of the Senior Speech Therapist. The position requires active participation within a multidisciplinary rehabilitation team to ensure comprehensive, family-centred intervention.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                           |
| <b>4a. Key duties and responsibilities</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                           |
| <ul style="list-style-type: none"> <li>Independently conduct speech, language, communication, and feeding assessments for assigned cases.</li> <li>Develop individualized therapy goals and intervention plans based on assessment findings.</li> <li>Provide evidence-based speech and language therapy for children with Autism Spectrum Disorder (ASD), Cerebral Palsy (CP), ADHD, Down Syndrome, Developmental Delay, Intellectual Disability, hearing impairment, childhood apraxia of speech, stammering, articulation disorders, language disorders, voice disorders, and feeding/swallowing difficulties.</li> <li>Monitor progress and modify therapy goals according to the child's functional outcomes.</li> <li>Maintain complete clinical documentation, assessment reports, therapy records, and progress notes.</li> <li>Provide counselling, education, and home programmes for parents and caregivers.</li> <li>Work collaboratively with physiotherapists, occupational therapists, psychologists, special educators, audiologists, paediatricians, and other rehabilitation professionals for integrated intervention planning.</li> <li>Participate in multidisciplinary case conferences and contribute to rehabilitation planning.</li> <li>Conduct community outreach visits, developmental screening camps, and awareness programmes as required.</li> <li>Receive regular clinical mentoring and professional supervision from the Senior Speech Therapist to ensure quality and evidence-based practice</li> </ul> |                                           |
| <b>4b. Knowledge management</b> - Maintain proper clinical records, prepare therapy documentation and reports, and possess basic computer skills including Microsoft Word, Excel, and digital documentation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                           |
| <b>4c. Training and capacity building-</b> Assist in conducting training sessions for parents, caregivers and community staff on communication development, feeding management, early stimulation, and home-based intervention strategies.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                           |
| <b>5. Supervisory responsibilities-</b> Assigned Children                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                           |
| <b>6. Educational and professional experience</b> – BASLP/DHLS with Active CRR registration.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                           |
| <b>7. Salary-</b> As per the market standard                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                           |
| <b>8. Language skills-</b> Hindi, English and Bhojpuri                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                           |
| <b>9. Travel requirement-</b> Willingness to travel sometime in rural communities as part of the CBR program.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                           |
| <b>10. Other specific skills requirements</b> - Strong knowledge of speech, language, communication, and feeding interventions for children with developmental disabilities. Ability to independently assess, plan, and deliver therapy, maintain documentation, and work effectively within a multidisciplinary team. Knowledge of early intervention and AAC will be an added advantage.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                           |

**E-mail:** [hr@kiranvillage.org](mailto:hr@kiranvillage.org), [Krehabmanager@kiranvillage.org](mailto:Krehabmanager@kiranvillage.org)

**Last date:** 15<sup>th</sup> August 2026

**Note-** We thank all applicants for their interest, however only those chosen to participate in the interview process will be contacted.