



Sign Language Interpreter

Purpose Statement

The job of the Sign Language Interpreter is performed for the purpose of providing interpreting services to Deaf/Hard of Hearing students who are receiving all or part of their education in the general education setting. The primary function is to facilitate communication between Deaf/Hard of Hearing students, their classroom teacher, hearing peers, and other school personnel. This role also involves assisting the teacher of the Deaf/Hard of Hearing in the classroom.

Supervisory Relationship

Reports to: Teacher or Coordinator of the Hearing Impaired

Essential Functions

- **Provide Interpreter Services:** Facilitate communication for Deaf/Hard of Hearing students in the general education setting, ensuring effective communication with teachers, peers, and other school personnel.
- **Voice Interpreting:** Provide voice interpreting services as needed to ensure clear communication.
- **Support School Functions:** Offer interpreting services for school functions outside the classroom, such as field trips, during regularly scheduled school hours.
- **Promote Relationships:** Serve as a liaison to promote positive relationships between Deaf/Hard of Hearing students, hearing peers, staff, faculty members, and parents.
- **Participate in Instructional Team:** Work as part of the instructional team to ensure continuity of instruction for students as identified in their Individual Education Plan (IEP) or as assigned by the teacher of the Deaf/Hard of Hearing.
- **Prepare for Interpreting Services:** Collaborate with regular classroom teachers and the teacher of the Deaf/Hard of Hearing to prepare for interpreting services.
- **Assist with Materials:** Help with the collection and correlation of materials used in both the regular and Deaf/Hard of Hearing classroom work.
- **Adhere to School Policies:** Follow school policies and procedures.
- **Attendance:** This position requires prompt and consistent attendance.
- **Perform Other Duties:** Undertake additional tasks as assigned to support the effective operation of the work unit.

Job Requirements: Minimum Qualifications

Skills

- High degree of linguistic, cognitive, and technical skills in American Sign Language (ASL) and deaf culture.
- Ability to interpret and facilitate communication effectively in a variety of educational settings.
- Strong interpersonal skills to promote positive relationships among students, staff, and parents.

Knowledge

- In-depth understanding of ASL and deaf culture.
- Familiarity with educational settings and the specific needs of Deaf/Hard of Hearing students.
- Knowledge of the Code of Professional Conduct/Ethics for interpreters.

Abilities

- Work independently and collaboratively with others.
- Adapt to different classroom environments and instructional methods.
- Maintain confidentiality and handle sensitive information securely.

- Establish effective working relationships with students, staff, and parents.
- Communicate effectively with diverse groups and individuals.

Responsibility

Work under the direct supervision of the Teacher or Coordinator of the Hearing Impaired. Utilize resources from other work units as required to perform job functions. Have a continual opportunity to impact the educational experience of Deaf/Hard of Hearing students.

Work Environment

Physical demands include sitting or standing for extended periods, using fine finger dexterity, and maintaining visual and auditory attention. Generally involves 90% sitting or standing and 10% walking. The job is performed in a generally hazard-free environment.

Experience

High Degree of linguistic, cognitive and technical skills in American Sign Language and deaf culture.

Education

Bachelor's degree in a related field.

Certificates and Licenses

Valid Nationally Recognized Certification or passed the Educational Interpreter Performance Assessment (EIPA) at a level 3.5 or higher.

Clearances

Criminal Justice Fingerprint/Background Clearance.

FLSA Status

Non-Exempt

Salary Grade

SM