EDUCATIONAL INTERPRETER ASL (AMERICAN SIGN LANGUAGE)

Purpose Statement

An Educational Interpreter is responsible to the Executive Director of Student Services and works under the supervision of the designated manager(s). The Educational lnterpreter provides interpreting/transliteration services that effectively, accurately, and impartially, both receptively and expressively, using any necessary specialized vocabulary that facilitates communication between deaf and/or hard of hearing students and others; teachers, administrators, parents, students, counselors, to assist deaf and hard of hearing students.

Essential Functions

- Interpret for D/HH students who are educated in a variety of educational environments, general education, and special education continuum including early childhood natural environments, community based and vocational instruction.
- Recognize and adjust interpretive language to match the student's preferred language and language mode to ensure that the student comprehends the interpretation.
- Interpret for parent conferences, IEP meetings and other school-sponsored activities as needed.
- Provide tutoring and instructional support to D/HH students to assist them in their classes.
- Participate in educational team meetings and provide information on students' use of interpreting services and proficiency in communication.
- Maintain confidentiality about student information and communication content, as appropriate to the educational system.
- Participate in meetings and conferences as assigned.
- Facilitate the on-going acquisition of sign language skills for students and staff.
- Assist in data collection, maintaining records, class assignments and provide signing to assist in achieving IEP/IFSP goals and benchmarks; report student progress to assigned teachers.
- Consult with classroom teachers to identify pupils in need of special assistance, identify unusual problems and report to teachers as appropriate.
- Assist with social development of students through communication, implementation of behavior support plans and appropriate modeling of behavior.
- Work with teachers to develop ways of increasing interaction between deaf students and all peers.
- Support the use of assistive technology, hearing aids, sound amplification systems, etc.
- Maintain cultural awareness and sensitivity to different attitudes and lifestyles.
- Assists students with developing communication skills and self-advocacy across all educational settings.
- Maintains confidentiality to protect the privacy of students, families, and staff.
- Adheres to the Professional Code of Conduct established by the Registry of Interpreters for the Deaf.

Job Requirements & Skills

Skills

Skills are required to perform multiple, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skills required to satisfactorily perform the functions of the job include:

Knowledge

- Knowledge of hearing aids, cochlear implants and FM systems.
- Knowledge of students with various racial, ethnic, and cultural backgrounds.
- Knowledge of classroom procedures and instructional methods.
- Knowledge of Deaf culture and the social norms of Deaf/deaf students.
- Knowledge of bilingual instructional methods and techniques generally applicable to working with deaf students.
- Knowledge of PK-12 curriculum.
- Comprehensive knowledge of child development.

Ability

- Ability to interpret academic subjects in a conceptually appropriate manner for students with diverse language abilities.
- Utilize Visual English and American Sign Language and demonstrate ability to understand and to be understood by a variety of students at different age levels.
- Facilitating communication between a student and the student's teacher that reflects a "sense of the whole message" rather than just a technically correct translation of the words used.
- Convey the different "registers" of the speaker e.g. degree of formality, range of emotion, directiveness, and

discourse makers which indicate the comment is an “aside” or a sidebar to the main conversation.
- Interpreter should recognize when communication provided by the interpreter is or is not clearly understood by the student.
- Utilize appropriate signs from already known signs, to promote the understanding of concepts and words found in an academic setting, and research signs that are needed for the academic area.
- Demonstrate interpersonal and professional skills with the ability to interact effectively with peers, supervisors, children and parents, utilizing tact, patience and courtesy.
- Ability to use office equipment including computers, telephones, and copiers.

Work Environment
- Work is performed in a classroom and outside environment; continuous contact with teaching staff, students, and the public.
- The usual and customary methods of performing the job's functions requires the following physical demands: occasional lifting, carrying, pushing and/or pulling; some climbing and balancing, some stooping, kneeling, crouching; reaching, handling, fingering and/or feeling.
- Manual dexterity to operate a telephone and enter data into a computer.
- Facility to sit at a desk, conference table or in meetings of various configurations for extended periods of time with or without reasonable accommodation.
- Facility to see and read, with or without visual aids, laws and codes, rules, policies and other printed matter, and computer screens and printouts with or without reasonable accommodation.
- Facility to hear and understand speech at normal room levels and to hear and understand speech on the telephone with or without reasonable accommodation.
- Facility to speak in audible tones so that others may understand clearly in normal conversations, in training sessions, and other meetings with or without reasonable accommodation.
- When applicable, facility to determine and differentiate colors with or without reasonable accommodation.
- When applicable, facility to drive an automobile or to arrange a consistent method of transportation.

Experience:
Job related experience is required

Certificates & Licenses:
First Aid and CPR
Registry of Interpreters for Deaf (RID) preferred

Education:
Educational Interpreter:
- Performance Assessment (IPA) or equivalent assessment certification with a score of 4.0 or higher.
- Written Assessment or equivalent assessment certification with a pass/fail score of 75% or higher.
- Completion of an accredited college-level interpreter training program is required.training program is required.

Clearances:
TB Clearance
DOJ/FBI Fingerprint Clearance

Additional Qualifications
Ability to travel to other sites/locations

Supervision
Executive Director of Student Services

Required Testing
Successful Completion of Pre-Employment

Continuing Education/ Training
Training attendance at workshops as appropriate

Salary Grade
Classified Salary Schedule Range 31

Work Year
195 Days [CLASS8]