

TITLE: Sign Language Interpreter

CLASSIFICATION: Classified

SALARY GRADE: C16

SCOPE OF POSITION:

Under general supervision, interprets between spoken English and American Sign Language (ASL), or other sign systems, to facilitate communication between Deaf/Hard of Hearing (HOH), Deaf-Blind, and hearing individuals in both academic and other District settings. Serves as cultural liaison between Deaf/HOH, Deaf-Blind, and hearing individuals.

KEY DUTIES AND RESPONSIBILITIES:

Examples of key duties are interpreted as being descriptive and not restrictive in nature. Incumbents routinely perform approximately 80% of the duties below.

1. Interprets classroom lectures, labs, discussions, announcements, conversations, meetings, tutorial sessions, study groups, field trips, and requested District activities using ASL (or other sign systems), English, and occasionally Spanish. Ensures the interpretation fits the language and cultural background of all participants.
2. Assists in setting up furniture, lighting, and other equipment to maximize accessibility. Troubleshoots technical difficulties with assistive technologies.
3. Performs research necessary to interpret subject matter. Keeps records of vocabulary and signs used for each context.
4. Serves as liaison between Deaf, HOH, and Deaf-Blind students, instructors, and any other stakeholders involved. Assists colleagues with appropriate practices and techniques when conversing with Deaf students, instructors and interpreters during setting up, participating, and facilitating meetings, or when compiling and disseminating information.
5. Communicates with faculty to secure materials in advance. Obtains materials from outside resources.
6. Trains, mentors and directs the work of short-term, non-continuing (STNC) employees, and peer and agency interpreters.

KNOWLEDGE OF:

1. Registry of Interpreters for the Deaf Code of Professional Conduct.
2. Knowledge of American Sign Language as well as other sign systems.
3. Technical signs or specialized vocabulary used in the courses assigned.
4. Deaf culture, local Deaf community, and resources for the Deaf.
5. Specialized equipment for the Deaf/Hard-of-Hearing.
6. Relevant local, state, and federal rules and regulations, programs, policies and procedures.
7. Applicable technology usage, including standard office productivity software and other appropriate technology.

TITLE: Sign Language Interpreter

ABILITY TO:

1. Accurately interpret spoken language to sign language and interpret sign to spoken language in an academic setting.
2. Collaborate productively and cooperatively with individuals and groups both internally and/or externally.
3. Communicate effectively, both orally and in writing.
4. Exercise appropriate judgement in interactions with others and with work processes.
5. Interact with the public in a helpful, courteous, and professional manner.
6. Demonstrate sensitivity to, and respect for, a diverse population.

QUALIFICATIONS:

Candidates/incumbents must meet the minimum qualifications as detailed below, or file for equivalency. Equivalency decisions are made on the basis of a combination of education and experience that would likely provide the required knowledge and abilities. If requesting consideration on the basis of equivalency, an Equivalency Application is required at the time of interest in a position (equivalency decisions are made by the supervising administrators, in coordination with the department where the vacancy exists, if needed.)

EDUCATION:

Bachelor's degree in ASL/English Interpretation or a closely related field of study required.

EXPERIENCE:

2+ years of experience as a sign language interpreter required.

OTHER REQUIREMENTS:

- Current and valid National Interpreter Certification from the Registry of Interpreters for the Deaf (RID).
- May be required to sign for extended periods of time.
- Must be prepared to sign under various environmental conditions.

SANTA ROSA JUNIOR COLLEGE COMMITMENT:

All classifications require a commitment to the District's Vision, Mission, Values, Goals and Objectives as articulated in the [Strategic Plan](#).