

CLOVIS UNIFIED SCHOOL DISTRICT

Job Description: Pre-Certified Educational Interpreter

Salary Grade: 19

Salary Schedule: American Sign Language

Department: Varies

Reports to/Evaluated by: Director, Special Education

FLSA: Non-Exempt

Description:

The Pre-Certified Educational Interpreter facilitates communication between deaf or hard-of-hearing students and teachers, staff members, and peers within an educational environment. This is accomplished using a variety of manual and verbal communication systems in a highly proficient manner, reflecting the intent and effect of the speaker and/or signer. Works under the direction of the site administrator or designated supervisor.

Distinguishing Characteristics:

This class is within the Educational Interpreter series. Pre-Certified Educational Interpreters facilitate communication between deaf or hard-of-hearing students and teachers, staff members, peers, and parents or guardians within an educational environment, while working towards their interpreter certification.

Essential Functions:

- Interpret for deaf or hard-of-hearing students in a variety of educational settings, including but not limited to classroom lectures and activities, group discussions, and assemblies using various sign language systems and voice interpretation at a normal conversational rate.
- Interpret a wide range of curriculum. Confer with students, teachers, and staff to develop new signs for technical subject matter.
- Interpret at off-campus activities such as field trips and co-curricular activities.
- Provide voice interpretation for deaf or hard-of-hearing individuals as needed.
- Participate in mentoring.
- Perform various clerical and record-keeping tasks relevant to the position.
- Tutor individual students or groups of students as appropriate with instructional support from the DHH teacher or classroom teacher.
- Support communication goals/needs.
- Perform related work as assigned.

Qualifications

Basic Knowledge of:

- Specialized expressive and receptive forms of sign language systems, which may include American Sign Language, Conceptually Accurate Signed English, Signed Exact English, Manually Coded English, and Pidgin Signed English.
- Interpreting strategies and techniques necessary to accommodate individual needs of students in a variety of educational settings.
- Foundational concepts of deaf culture.
- Curriculum used in elementary through secondary schools.
- Human relation concepts to exercise extreme patience when dealing with students and staff, and to convey technical concepts to others.

Basic Abilities to:

- Interpret and communicate fluently in the sign language system appropriate to the individual needs of the students.
- Assess and adjust to students' language abilities and their preferred sign language system.
- Maintain confidentiality.
- Convey information promoting the awareness of the unique needs of, and issues pertinent to, deaf or hard-of-hearing persons.
- Express common technical and vernacular expressions used in the classroom in a clear manner.
- Demonstrate sensitivity to the communication process between deaf or hard-of-hearing persons and the needs of the persons involved in that process.
- Communicate effectively verbally and in writing.
- Establish and maintain effective working relationships with those contacted during the course of work.
- Understand and follow verbal and written directions and instructions.

Certifications, Licenses, and Special Requirements:

- A valid Class "C" California Driver's License is required by the time of appointment.
- Certification by the national Registry of Interpreters for the Deaf (RID) or equivalent by the time of application. In lieu of RID certification or equivalent, an educational interpreter must have achieved a score of 3.0 to 3.9 on the EIPA, the ESSE-I/R, or the NAD/ACCI assessment.
- Must meet requirements (Title 5 Section 3051.16(b)(3)) for an Educational Interpreter Waiver.

Education and Experience:**Education:**

- A bachelor's degree from an accredited college or university is preferred. An AA degree, or 48 semester units of college classes, or passing the paraprofessional exam is required.

Experience:

- Experience in providing sign-to-English (expressive skills) and English-to-sign (receptive skills) interpreting in one or more sign systems/languages for an agency, company, or organization.

Work Environment:

- Work is performed in classroom, office, intermittent outdoor environments, and off-campus field trips where minimal health and safety considerations exist.

Physical Demands:

- Perform work of an active nature.
- Maintain well-developed arm, hand, and finger dexterity to perform advanced sign language interpretation.
- Ability to stand for extended periods of time.
- Visual acuity to recognize numbers and words and detect speech patterns; and see information to be voiced (such as sign language and facial expressions).
- Hearing acuity sufficient to understand information to be interpreted in a variety of educational environments.
- Facial dexterity to produce readable mouth movements for specific sign language expressions.
- Manual dexterity to produce readable sign language through movement of fingers and arms.

Hazards:

- None.