I. Position Title

Certified Sign Language Interpreter

II. Position Description

Under direction of the Director of Special Education Services, facilitate communication between deaf and/or hard of hearing students and others by providing interpreting/transliteration services; interpret for teachers, administrators, parents, students and others as needed; assist a certificated teacher in providing instruction to deaf and hard of hearing students.

III. Examples of Duties and Responsibilities

A. Interpret, transliterate and voice interpret for deaf or hard of hearing pupils, parents and personnel in assigned sign systems/languages; convey the content and spirit of the speaker using the language most readily understood by the receiver-E
B. Interpret or assist deaf and hard of hearing students in communicating with counselors, teachers, administrators and others as needed-E
C. Interpret for students during other school related activities as needed including assemblies, field trips and other activities-E
D. Consult with classroom teachers to identify pupils in need of special assistance; identify unusual problems and report to teachers as appropriate-E
E. Assist a certificated teacher in providing instruction to deaf and hard of hearing students; tutor and provide instruction as needed to assigned students; reinforce instruction as directed by the teacher-E
F. Support the goals and objectives of the educational program by modifying instructional materials to facilitate learning by deaf and hard of hearing students-E
G. Participate in meetings, conferences and in-service training programs as assigned-E
H. Assist as requested in providing instruction to students and staff learning sign language.
I. Provide behavior examples in social, emotional and functional skills, as applicable to the program.
J. Assist in charting targeted behaviors, monitoring and supporting behavioral programs as defined by the teacher.
K. Assist with enhancement of students’ social and vocation skills on campus or at other sites.
L. Assist students with computer as needed.
M. Perform related duties as assigned.

(E) - Essential

IV. Minimum Qualifications

Knowledge of:
•American Sign Language and signing exact English sign system.
•Educational implications of hearing impairment.
•Concerns and problems of deaf and hard of hearing students.
• Basic subjects taught in District schools including arithmetic, grammar, spelling, language and reading.
• Correct English usage, grammar, spelling, punctuation and vocabulary.
• Interpersonal skills using tact, patience and courtesy.

Ability to:
• Sign, interpret and transliterate fluently for hearing impaired students, parents and others.
• Assist deaf and hard of hearing students in a flexible and understanding manner.
• Modify and prepare instructional materials for the deaf and hard of hearing as directed by the teacher.
• Establish and maintain effective and cooperative relationships with adults and children.
• Understand and follow oral and written directions.
• Provide instructional assistance to deaf and hard of hearing students in a variety of activities.
• Speak, read and write clearly and distinctly.
• Learn the functions, procedures and limitations of assigned duties.

Education and Experience
• Education: High School diploma or equivalent supplemented by course work in American Sign Language or demonstrated competency in interpreting skills.
• Experience: Two (2) years paid interpreting work in a variety of situations, including activities such as interpreting, conferences, classroom and one-on-one.

License
• Possession of a valid California Driver License
• Certification at level 4.0 or higher from a California State-recognized interpreter certifying agency:
  ACCI (American Consortium of Certified Interpreters)
  NAD (National Association of the Deaf)
  CID (Central Institute for the Deaf)
  Educational Sign Skills Evaluation from the SEE Center

Working Conditions

Environment
• Elementary/secondary school classroom

Physical Abilities
• Seeing to read the sign language of others instructional materials and to monitor student behavior during classroom activities
• Hearing and speaking to provide assistance and exchange information related to classroom assignments
• Dexterity of hands and fingers to sign or fingerspell
• Continuous use of elbows, shoulders, neck, back, lips or jaws
• Bending at the waist, kneeling, squatting
• Light lifting and carrying of material/supplies
• Reaching horizontally and above the shoulders
• Gripping and grasping
• Climbing on stools or step ladders
• Pushing and pulling carts/objects

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Board Approved: 02/27/2007