



SIGN LANGUAGE INTERPRETER I

SALARY GRADE: [C1-50](#)

DEFINITION:

Under the direction of an assigned supervisor, facilitate communication between hearing and Deaf and hard of hearing students, staff, and faculty in, but not limited to, classrooms, labs, and meetings.

DISTINGUISHING CHARACTERISTICS:

The Sign Language Interpreter I position possesses the skills to perform complex translations/interpretations using technical language. The Sign Language Interpreter II possesses the skills to perform highly complex and highly technical translations/interpretations.

EXAMPLE OF DUTIES AND RESPONSIBILITIES:

Depending upon assignment, duties may include, but are not limited to, the following:

1. Provides interpreting/transliterating services for deaf and hard of hearing.
2. Provides interpreting/transliterating services to students staff, and faculty, as needed, for scheduled and unscheduled meetings with counselors, instructors, tutors, health services, campus security, administrators, etc.
3. Assists with test proctoring.
4. Assists with setting-up video equipment and taping of classes and interpreters.
5. Assists with contacting media companies and distribution companies to obtain copyright release permission for captioning purposes.
6. Performs other related duties as assigned.
7. In the absence of the Interpreter Specialist/Scheduler, process the requests for and the scheduling of interpreters.

EMPLOYMENT STANDARDS:

Knowledge of:

1. ASL as well as other modes of manual communication: CASE, PSE, SEE; oral interpreting, and deaf/blind interpreting.
2. RID Code of Ethics.
3. Deaf culture.
4. ADA and its applications in education.

Ability to:

1. Demonstrate understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. Assess and adapt to the needs of individual clients.
3. Establish and maintain working relationships.

Education and Experience

Any combination equivalent to:

1. Associate's degree in Interpreting or related field.
2. Four (4) years college level classroom experience.

WORKING CONDITIONS:

Environment:

1. College environment.

Physical Abilities:

1. Hearing and speaking to exchange information in person and on the telephone.
2. Dexterity of hands and fingers to operate computer keyboard.
3. Seeing to read various materials.
4. Standing for extended periods of time.
5. Reaching overhead, above the shoulders and horizontally.
6. Bending at the waist, kneeling or crouching.
7. Lifting, carrying, pushing or pulling heavy objects up to 30 lbs.

Date Approved: November 9, 2004

EEO Code: H-50