JOB TITLE: SIGN LANGUAGE INTERPRETER

JOB DESCRIPTION:

This employee is responsible for assisting the teacher of the deaf/hard of hearing in the classroom and providing interpreting services to deaf/hard of hearing students in regular classrooms.

SOLE RESPONSIBILITY FOR THE SUPERVISION OF PUPILS SHOULD NOT BE ASSIGNED TO THE INTERPRETER/TRANSLITERATOR. THEY SHOULD WORK UNDER THE SUPERVISION OF A MEMBER OR MEMBERS OF THE INSTRUCTIONAL OR ADMINISTRATIVE STAFF AT ALL TIMES.

Duties of this position include but are not limited to:

1. Providing interpreter services for deaf/hard of hearing students.
2. Providing voice interpreting as needed.
3. When scheduling permits, providing interpreting for tutoring done by regular classroom teachers.
4. Providing interpreting for school functions outside the classroom, during regularly scheduled school hours.
5. Serving as a liaison to promote good public relations between the deaf/hard of hearing students, hearing peers, staff, faculty members, and parents.
6. Participating as a part of the instructional team to provide continuity of instruction for students as identified in their individual education plan or as assigned by the teacher of the deaf/hard of hearing.
7. Conferring with regular classroom teachers and teacher of the deaf/hard of hearing in order to better prepare for interpreting services.
8. Assisting with the collection and correlation of materials used in both the regular and the deaf/hard of hearing classroom work.
9. Exhibiting an interest for self-improvement in signing ability, interpreting skills and establishing a better understanding of the educational process.
10. Attending inservice programs to improve skills necessary to deal with students in the deaf/hard of hearing program.
11. Assisting in maintaining equipment used in the classroom including auditory trainers.
12. Riding bus and assisting with loading and unloading of students at home and school as needed.
13. Other related duties as assigned.

REQUIRED QUALIFICATIONS:

1. High school graduate or equivalent (SACS requirement).
2. Minimum of EIE level I or QA level.
3. Experience with deaf population.
4. Must be able to relate to population served.

DESIRED QUALIFICATIONS:

1. R.I.D. National Certification.
2. A.A. or B.A. Degree in Deaf related field.
3. Experience in a similar position.