

EDUCATIONAL INTERPRETER I

NATURE OF WORK IN THIS CLASS:

This is entry level sign language educational interpreting work. Employees in this class perform in a developing capacity with increased responsibility for performing a range of educational interpreting assignments. Facilitates communication between deaf, hard-of-hearing and hearing students and staff, by providing sign language interpreting services in academic and extracurricular activities.

Performs duties under the observation of the senior or lead interpreter and/or the direct supervision of the classroom teacher or an administrator.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.)

Provides sign-to-voice and voice-to-sign interpreting for students who are deaf/hard-of-hearing in the various settings of the school environment, to include:

- general education classes, Individualized Educational meetings, meetings with parents, counselors, and administrators;
- general socialization situations while at the library, on fieldtrips, extracurricular or related activities; and team interpreting.

Prepares for classroom work through planning/organization of course materials (familiarity with lesson plans, course content, technical signs, etc.) and consultation with faculty, student, and the educational team as appropriate; obtains or acquires instructional materials with teacher guidance; researches and understands terminology used in an educational setting.

Assesses language of students/consumers and determines linguistic equivalence to determine type of interpretation; evaluates effectiveness of interpretation based on feedback and adjusts interpretation accordingly in order to maintain effective communications.

Reinforces lessons previously taught by the teacher one-on-one with the individual student; monitors deaf/hard of hearing student's behavior in the classroom; assists teacher in the implementation of behavior plans.

Consults and maintains regular contact with faculty and students to establish rapport and explain interpreting services; attends staff/component meetings and maintains communications with other staff members for quality and consistent service; assists in developing and maintaining resources for the deaf and hard of hearing student population; develops and maintains cooperative working relationships within a diverse multicultural environment.

Maintains records of interpreter activity; completes daily activity logs and other documentation as required.

Supports departmental and division-wide quality improvement efforts and projects; engages in professional development efforts.

Abides by the professional standards as delineated in the Educational Interpreter Performance Assessment (EIPA) Guidelines of Professional Conduct and in accordance with applicable local laws, rules and regulations, policies and procedures.

Performs related work as assigned.

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MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the principles and practices of American Sign Language interpreting.

Knowledge of the procedures, strategies and methods of interpretation and transliteration for facilitating effective unobstructed communications with deaf and hard-of-hearing persons.

Knowledge of the Educational Interpreter Performance Assessment (EIPA) Guidelines of Professional Conduct or equivalent local standards.

Skill in signing and interpreting utilizing correct usage of grammar and vocabulary of English and in such a manner that the meaning is conveyed accurately (no editing, summarizing, adding meaning, or omitting information).

Ability to provide communication access in situations where multiple persons are being served at the same time.

Ability to work effectively with the public and to interact professionally and cooperatively with other employees.

Ability to communicate effectively, orally and in writing, and with a diverse population of individuals.

Ability to maintain records and prepare reports.

MINIMUM EXPERIENCE AND TRAINING:

- (A) Two (2) years and six (6) months of progressively responsible work experience or equivalent in the application of interpreting/transliterating services to persons who are deaf or hard-of-hearing; completion of 15 semester credit hours (SCH) of American Sign Language (ASL) credits from an accredited institution of higher education; and graduation from High School or completion of a General Education Development (GED) Test; or
- (B) Two (2) years of progressively responsible work experience or equivalent in the application of interpreting/transliterating services to persons who are deaf or hard-of-hearing; completion of a Certificate Program in American Sign Language (ASL) from an accredited institution of higher education; and graduation from High School or completion of a General Education Development (GED) Test; and
- (C) Successful completion of a standardized assessment from a recognized Interpreter Certification Agency/Organization (e.g., Boystown, National Association of the Deaf, etc.) or successful completion of a performance evaluation assessment from an accredited or recognized sign language program (e.g., Guam Community College, University of Hawaii, etc.).

ESTABLISHED: February 24, 2016

PAY GRADE/PLAN: H (GPP)


HAY EVALUATION

KNOW HOW: CI2 115

PROBLEM SOLVING: B2 (19) 22

ACCOUNTABILITY: BIII 29

TOTAL POINTS - 166



 JON J.P. FERNANDEZ
 Superintendent
 Department of Education