

DISTRICT SCHOOL BOARD OF PASCO COUNTY

Job Description

INTERPRETER FOR THE DEAF AND HARD OF HEARING

Salary Schedule: SRP 20B	Number of Work Days as Contracted – 10 Months Daily Work Hours: 7.0	SRP - Nonexempt Status
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JOB GOAL: Responsible for facilitating communication between students who are deaf/hard of hearing and those individuals involved in the educational process through the use of sign language, oral interpreting, real time captioning, and/or other communication resources needed to accommodate hearing impaired students who are qualified to receive these services

REQUIRED QUALIFICATIONS:

1. High school diploma or equivalent
2. Educational Interpreter Evaluation (EIE) I, Quality Assurance (QA) I, or Educational Interpreter Performance Assessment (EIPA) 3.0 credential when serving students that require sign or oral interpreting, OR completion of approved captioning training program when serving students that require real time captioning services
3. Experience with the deaf/hard of hearing community

DESIRED QUALIFICATIONS:

1. National Interpreter Certification (NIC), Registry for Interpreters for the Deaf (RID), National Association of the Deaf (NAD), Educational Interpreter Performance Assessment (EIPA), or an educator’s certificate
2. Associate’s or Bachelor’s degree in a deaf related field
3. Experience in a similar position

KNOWLEDGE, SKILLS, AND ABILITIES:

1. Communicate effectively with all stakeholders in written, oral, and signing form, including electronic media, using positive interpersonal skills OR communicate effectively through use of captioning system
2. Organize, prioritize, manage and independently carry out duties efficiently within established timeframes
3. Demonstrate ability to establish and maintain collaborative working relationships with all stakeholders
4. Demonstrate the ability to effectively use technology in daily work
5. Ability to match communication to the mode and ability of the student
6. Knowledge and understanding of child development
7. Demonstrate ability to relate to the deaf/hard of hearing population

REPORTS TO: Site Administrator

SUPERVISES: Not Applicable

PERFORMANCE RESPONSIBILITIES

1. Provide interpreter services in the educational setting for deaf/hard of hearing students, staff and parents
2. Abide by the Code of Professional Conduct
3. When scheduling permits, provide tutoring under the supervision of licensed educators
4. Provide interpreting for school functions that are part of the educational program that occur outside the school environment (e.g., field trips, Special Olympics)
5. Serve as a liaison to promote good public relations between the deaf/hard of hearing students, hearing peers, staff, faculty members, and parents
6. Work collaboratively 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 (Note: The interpreter may serve as a member of the team providing input on student needs or as an interpreter, but should not be expected to perform both roles simultaneously)
7. Provide clarification of interpreter's role, as needed
8. Confer with regular classroom teachers and teacher of the deaf/hard of hearing in order to better prepare for interpreting/captioning services
9. Facilitate translation or captioning of instructional materials
10. Participate in professional development to as part of a continuous self-improvement in signing ability, interpreting skills, captioning, and knowledge of the educational process
11. Assist in maintaining equipment used in the classroom including auditory trainers
12. Ride bus and assist with loading and unloading of students at home and school as needed
13. Assist instructional and administrative staff with the supervision of students
14. Perform other duties as assigned