

## SENIOR SIGN LANGUAGE INTERPRETER SPECIALIST

### DEFINITION

Coordinates and schedules the interpreting services for deaf and hard of hearing students and participates in interpreting educational and general information exchanged in an educational setting by using manual and oral methods of communication for the deaf and hard of hearing.

### TYPICAL DUTIES

- Coordinates and schedules the interpreting services for deaf and hard of hearing students for classes, meetings, and student activities.
- Conducts on the job evaluations and assesses training needs of Sign Language Interpreters I and II and proposes and provides workshops to meet those needs.
- Maintains files and materials on technical sign vocabulary to assist interpreters working in specialized subject areas.
- Provides in-service training for other college departments and communicates with instructors explaining deaf and hard of hearing student services.
- Using manual and oral means of communication for the deaf and hard of hearing, interprets educational information for up to approximately 50% of the time for deaf and hard of hearing students in the classroom, meetings, activities, and emergencies.
- Provides general information regarding the nature and problems associated with the deaf and hard of hearing.
- Continually assesses a student's communications skills in speech, lip-reading, signs, and fingerspelling in order to utilize the most appropriate communication methods based on the student's needs and preferences.
- Observes problems encountered and progress being made by deaf and hard of hearing students and reports observations to instructional and program staff.
- May perform a variety of ministerial duties related to the effective operation of programs for the deaf and hard of hearing such as accepting telephone calls, disseminating information, processing correspondence and records, and maintaining files.
- Performs related duties as assigned.

### DISTINGUISHING CHARACTERISTICS

A **Senior Sign Language Interpreter Specialist** coordinates and schedules the interpreting services for deaf and hard of hearing students and participates in interpreting educational and general information exchanged in an educational setting by using manual and oral methods of communication.

A **Sign Language Interpreter Specialist II**, in addition to using oral and manual forms of communication to convey the full meaning of the message, achieves and delivers conceptually accurate higher-level academic material utilizing English and/or American Sign Language (ASL).

A **Sign Language Interpreter Specialist I** conveys the full meaning of the message using oral and manual forms of communication for deaf and hard of hearing people and voices the deaf/hard of hearing person's message with an oral presentation in proper English syntax.

## SUPERVISION

General supervision is received from an academic supervisor or administrator. Provides work direction and coordination over the activities of Sign Language Interpreters I and II.

## CLASS QUALIFICATIONS

### Knowledge of:

- Standard methods of manual communication for the deaf and hard of hearing including American Sign Language, signed English, fingerspelling and non manual expression including facial, eye, and body language
- The deaf culture and cultural experiences associated with deafness
- Common educational processes and procedures on a college campus
- Current developments, trends, and techniques in the field of interpreting for both the deaf and hard of hearing as utilized by the deaf community
- Registry of Interpreters for the Deaf (R.I.D.) Code of Professional Conduct
- Basic requirements of ADA (*Americans with Disabilities Act*) and student services programs
- Basic techniques of training and work direction
- Basic record keeping procedures
- Capabilities of computer systems, equipment, and software used in providing interpreting services for the deaf

### Skill in:

- Conveying the thought, intent, and spirit of a speaker to a deaf/hard of hearing person
- Interpreting/transliterating expressly and receptively, using manual and oral methods of communication for the deaf and hard of hearing

### Ability to:

- Coordinate and schedule the work of a group of interpreters
- Train and assess training needs of Sign Language Interpreter Specialists I and II
- Utilize sufficient sign vocabulary to ensure proper interpretation for various academic or vocational subject matter
- Establish and maintain effective relationships with deaf and hard of hearing students, as well as with faculty and staff
- Observe the progress of a student and adapt or modify methods of communication and/or discuss concerns with the instructional and program staff as needed
- Maintain the confidentiality of information exchanged in an interpreting situation
- Meet schedules and time lines
- Maintain records
- Learn specialized computer applications

## ENTRANCE QUALIFICATIONS

### Education:

Graduation from high school or its equivalent **AND** completion of an American Sign Language Interpreting program of at least 30 units or its equivalent.

A Bachelor's degree from a recognized college or university is desirable.

### Experience:

Two thousand four hundred hours of paid, volunteer, or family-related experience as an interpreter for the deaf and hard of hearing.

National Interpreter Certification (NIC), Certificate of Interpretation (CI), or Certificate of Transliteration (CT) from the Registry of Interpreters for the Deaf (RID) or Level IV certification from the National Association of the Deaf (NAD) as well as experience in coordinating interpreting services are desirable.