

## **BERKS COUNTY INTERMEDIATE UNIT**

### **POSITION TITLE: Special Education - Educational Interpreter**

#### **QUALIFICATIONS:**

- A. GED/High School diploma required; Associate's degree and/or Bachelor's degree preferred.
- B. Graduation from an interpreter training program or relevant experience.
- C. Ability to interpret/transliterate at a normal conversational rate in Signed English, PSE, and/or ASL.
- D. Ability to recognize students' receptive and expressive language abilities and adjust interpretive language level accordingly.
- E. RID or NIC certification preferred.
- F. Passing score on the Educational Interpreter Performance Assessment (EIPA).
- G. Desire and willingness to work with students with special needs.
- H. The holder of this position could be required as part of his or her duties to engage in activities that can be charged to a Medical Assistance (MA) program. Clearance as a MA provider by both the Commonwealth of Pennsylvania and the federal government is therefore an essential qualification for this position.

#### **REPORTS TO:**

Program Administrator, ECSS

#### **POSITION GOAL:**

Facilitate communication between students who are hearing impaired and their teachers, hearing peers, and other school personnel.

#### **PERFORMANCE RESPONSIBILITIES:**

The essential functions of this position include, but are not limited to, the following fundamental duties:

- A. Interpret/transliterate (expressive and receptive) lectures, discussions, tests, films, assemblies, etc., for hearing-impaired students who are mainstreamed into regular education classes.
- B. Interpret for parent conferences, IEP meetings, and other school-sponsored activities as needed.
- C. When interpreting is not needed, provide instructional support to hearing impaired students under a teacher's supervision.
- D. Participate in informal/formal educational team meetings, providing input on students' use of interpreting services and proficiency in communication.
- E. Serve as a communication link between regular education teachers and teachers of the deaf while maintaining confidentiality about students' behavior and progress in all situations other than tutoring sessions.
- F. Assist in providing orientations on deafness, the use of an interpreter, and if qualified, teach sign language to students and staff.
- G. Improve knowledge of and skills in interpreting through participation in workshops, inservices, sign language classes, and membership in professional organizations. Work toward RID certification if not already certified.

- I. Serve as a member of the student's educational team.
- J. Perform the duties of the communication facilitator as required by the student's IEP and the program administrator.
- K. Perform all other job-related duties assigned by the program administrator.

**TERMS OF EMPLOYMENT:**

Non-Exempt, Full Time/Part Time during school year, Twelve months/year. Salary established as per AFSCME Collective Bargaining Agreement.

**EVALUATION:**

Performance in this position will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel. The probationary period for new hires shall be ninety (90) days in length.

*The position holder must be able to perform the essential job functions with or without reasonable accommodation. It is the responsibility of the employee to inform the BCIU Director of Human Resources of any and all reasonable accommodations that will be required.*

**BCIU is an equal opportunity employment, educational, and service organization.**

<b>Print Name</b>	
<b>Employee Signature</b>	<b>Date:</b>

Revised: January 15, 2018

CC: Employee File