JOB DESCRIPTION
SIGN LANGUAGE INTERPRETER
SPECIALIZED STUDENT SERVICES

POSITION GROUP:  DUNU
POSITION TITLE:  Sign Language Interpreter (including ELL)
DEPARTMENT:  Specialized Student Services
REPORTS TO:  Building Principal and Assigned Teacher
SUPERVISES:  N/A

POSITION GOAL(S):
To support the program in providing a classroom environment that is conducive to learning and appropriate to the maturity, interests, and needs of students with an IEP. Comply with the approved Code of Ethics for Educational Sign Language Interpreters and uphold School District U-46 ICARE Standards. Perform duties and activities under direct supervision of a certified staff member. Adhere to published policies and procedures distributed by the district and school. Maintain confidentiality of student, staff and department information within the school and community.

JOB DUTIES / ACCOUNTABILITIES:
1. Remain current with IEP goals/objectives for student.
2. Convey content and intent of the message by interpreting spoken English into the language appropriate for the student (Signed English, ASL, PSE) and interpreting language of the student into spoken English.
3. Interpret for DHH students in mainstream classes.
4. Report the student’s use of interpreter services to the education team as scheduled.
5. Assist students and staff with use and care of frequent modulator equipment.
6. Support appropriate placement and seating to gain access to information presented through the interpreter.
7. Attend in-services within interpreter’s work calendar and certification requirements assigned by supervisor.
8. Participate in student meetings as part of the educational team as assigned.
9. Provide support for district staff/parents as needed if appropriately licensed.

EXPERIENCE / KNOWLEDGE:
1. Effective communication skills.
2. Experience working with students in an educational setting preferred.

EDUCATION:
1. Current appropriate Sign Language Interpreter Approval required.
2. Bilingual - Spanish/English (written/verbal) preferred.

PHYSICAL DEMANDS:
Ability to lift up to 30 pounds.
TERMS OF EMPLOYMENT:
This is a 10 month position. Salary and benefits as established by the Board of Education and set forth in the collective bargaining agreement as applicable. May be required to complete additional professional development based on student need/assignment.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board’s policy on evaluation of employees.

JOB DESCRIPTION CREATION / REVISION DATE: 6/5/20

Employee Signature: ________________________________ Date: ______________

Supervisor Signature: ________________________________ Date: ______________