TITLE: **Educational Interpreter** **Level I**

QUALIFICATIONS:

1. Has a high school diploma or G.E.D. certificate
2. Experience interpreting in an educational setting or working in a deaf community.
3. Has the ability to read and follow written directions
4. ~~Has certification by the Registry of Interpreters for the Deaf, or other nationally certified body, or hold the Intermediate~~ Has Temporary license from the KY Board of Interpreters and actively working with a mentor to achieve a full licensure
5. ~~Must be licensed by the Interpreter Licensure Board by January 1, 2003 (Senate Bill 37)~~
6. Has the ability for correct English usage, grammar, spelling, punctuation and vocabulary
7. Has good command of American Sign Language, Signed Exact English, Signed Exact English and other recognized modes of communication with in the deaf and hard of hearing community.~~sign language techniques~~
8. Has the ability to interpret in both sign to voice and voice to sign
9. Has demonstrated the ability or potential to communicate, relate and work effectively with students, parents, and staff

REPORTS TO: Director of Special Education Services

JOB GOAL: To provide interpreting and other instructionally related services to hearing disabled students and to facilitate communication among hearing disabled students and their hearing peers, the classroom teacher, and other school personnel

PERFORMANCE RESPONSIBILITIES:

1. Be familiar with and follow written policies, procedures, and directions from the supervisor related to job responsibilities
2. Attend and interpret the educational setting, including, but not limited to:~~classes with hearing impaired students to interpret lectures, discussions and other audible classroom activities~~

* Classrooms
* Laboratories
* Field trips
* Assemblies
* Sports practices and competitions
* School sponsored extracurricular activities
* Meetings/conferences
* Graduation ceremonies
* All other educational opportunities provided to students.

1. ~~Interpret into spoken English the questions and verbal presentations of hearing impaired students~~
2. Assist hearing impaired students in communicating with faculty, staff, administrators, and others
3. Confer with instructors and others regarding the special needs and concerns of individual hearing impaired students
4. ~~Interpret at meetings, conferences, appointments, and during other educational activities~~
5. Serve as a professional member of the educational team in the Admission and Release Committee (ARC) process ~~appropriate~~
6. ~~Admissions and Release Committee process~~
7. Attend in service programs and faculty meetings as directed by supervisor
8. Perform other duties as assigned that do not interfere with the communication accessibility of assigned students. ~~consistent with the position as may be requested by the supervisor~~

TERMS OF EMPLOYMENT:

* Hourly (Grade 13)
* 6.5 per day
* 32.5 per wk.
* 179 days
* 9 ¼ months
* Board approved 8-1-94, Revised 9-11-08