

# San Diego Community College District

## CLASSIFICATION DESCRIPTION

**Title:** Sign Language Interpreter

**Unit:** Office Technical

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**Job Code:** J1094  
**Original Date:** 01/1991  
**Last Revision:** 01/1991  
**Staff Type:** Classified  
**FLSA status:** Non-exempt  
**Salary Range:** 19

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### **DEFINITION**

Under the direction of the Interpreting Services Supervisor, interpret for deaf and hard of hearing students and perform related duties.

### **EXAMPLE OF DUTIES**

1. Interpret for deaf and hard of hearing students in the classroom and for other college related activities such as: job interviews, on-the-job training, work adjustments, and conferences.
2. Interpret for deaf faculty members and staff, Deaf Advisory Committee meetings and other meetings, conferences, and events.
3. Interpret or transliterate from English to the deaf consumer's preferred mode of communication such as American Sign Language, PSE or speech-reading and from the visual mode to English.
4. Interpret lectures and discussions simultaneously during classroom presentations and interpret student questions and responses.
5. Implement and provide in-service training for support staff, faculty and students; assist in reviewing and evaluating support staff; provide mentorship for interpreter skill development and individualized preparation for District interpreter evaluations.
6. Assist in maintaining and developing materials for interpreter skill development and evaluation.
7. Perform related duties as assigned.

### **DESIRABLE QUALIFICATIONS**

#### **Knowledge:**

American Sign Language, including special signs used in the educational field.  
Basic familiarity with various subject matter taught by community colleges.  
Role of interpreter in an educational setting, including proper ethical conduct.  
Values, behaviors, and language of the American Deaf Culture.  
English usage, grammar, spelling, punctuation, and vocabulary.  
Evaluation techniques used in classifying interpreters.  
Oral and written communications skills.  
Technical aspects of field of specialty.

#### **Skills and Abilities:**

Demonstrate a high proficiency in both voice-to-sign and sign-to-voice interpreting skills.  
Analyze situations accurately and adopt an effective course of action.  
Relate effectively in a bilingual/bicultural environment.  
Communicate effectively with others.  
Establish and maintain effective working relationships with others.  
Understand and follow oral and written directions.  
Work independently with little direction.

Meet schedules and time lines.  
Plan and organize work.  
Maintain records and prepare reports.

Training and Experience:

Any combination of training and experience equivalent to: one year of interpreting experience in an educational setting.

License:

Full or partial certification from the Registry of Interpreters for the Deaf is desirable. SDCCD Interpreter Evaluation Level II required.

**WORKING CONDITIONS**

Physical Requirements:

Category III

Environment:

Favorable, usually involves a classroom or an office.