

# San Diego Community College District

## NANC JOB DESCRIPTION

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Job Code: N1460

Original Date: 02/2013

Last Revision: 05/2018

Staff Type: NANCE

FLSA status: Non-Exempt

**Title:** Interpreter for the Deaf

**Unit:** Non-Academic/Non-Classified Service

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### **FUNCTION:**

Under the direction of an assigned supervisor or manager, interpret for consumers, including students who are deaf and/or hard of hearing and perform related duties.

### **DESIRABLE QUALIFICATIONS:**

Knowledge of standard methods of manual communication for the deaf and hard-of-hearing, including American Sign Language, signed English, finger spelling, and non-manual expression, including facial, eye, and body language; sufficient sign vocabulary to ensure proper interpretation in the various academic or vocational subject matter(s); basic requirements of ADA (Americans with Disabilities Act) and student services programs; and values, behaviors, and language of the American Deaf Culture. Ability to interpret or transliterate, receptively and expressively, educational and general information in the classroom and/or related activities, including meetings, guidance sessions, and tutoring sessions and establish and maintain effective working relationships with others.

**Interpreter for the Deaf I - EXPERIENCE AND QUALIFICATIONS:** Must possess ALL of the following:

- Associate's degree.
- Completion of an interpreter training program or related training at an accredited institution.
- Passed written national interpreting examination (proof must be submitted) *and* participate in an evaluation done by the Interpreting Services Supervisor to determine interpreting competency.
- Demonstrates intent to obtain national certification (i.e. proof of CEUs).

**Interpreter for the Deaf II - EXPERIENCE AND QUALIFICATIONS:** Must possess ALL of the following certifications at the time of hire:

- Associate's degree.
- Completion of an interpreter training program or related training at an accredited institution.
- A minimum of two-years of experience in the interpreting field preferably in the postsecondary education setting.
- Passed written national interpreting examination (proof must be submitted) or participate in an evaluation done by the Interpreting Services Supervisor to determine interpreting competency.
- Demonstrates intent to obtain national certification (i.e. proof of CEUs).

**Interpreter for the Deaf III - EXPERIENCE AND QUALIFICATIONS:** Must possess ALL of the following:

- BA/BS degree, the equivalent, or higher.
- Passed written national interpreting examination (proof must be submitted) or participate in an evaluation done by the Interpreting Services Supervisor to determine interpreting competency.
- A minimum of two-years of experience in the interpreting field preferably in the postsecondary education setting.
- Demonstrates intent to obtain national certification (i.e. proof of CEUs).

**Interpreter for the Deaf IV - EXPERIENCE AND QUALIFICATIONS:** Must possess the following certifications at the time of hire:

- National Interpreter Certification (NIC) or equivalent

**Interpreter for the Deaf V** - EXPERIENCE AND QUALIFICATIONS: Must possess the following certifications at the time of hire:

- Advanced certification

**TYPICAL DUTIES INCLUDE:**

- Interpret or transliterate, receptively and expressively, educational and general information in the classroom and/or related activities, including meetings, guidance sessions, and tutoring sessions. Interpret or transliterate lectures and discussions simultaneously from English to the deaf and/or hard-of-hearing consumer's preferred mode of communication (such as American Sign Language, PSE, or speech-reading) and from the visual mode to English using manual and oral means of communication.
- Interpret for deaf and/or hard of hearing faculty members and staff, Deaf Advisory Committee meetings, and other meetings, conferences, and events.
- Continually assess a consumer's communications skills in speech, lip-reading, signs, and finger spelling in order to utilize the most appropriate communication methods based on the consumer's needs and preferences.