



For the future of every student

CLASS TITLE: EDUCATIONAL SIGN LANGUAGE INTERPRETER

BASIC FUNCTION:

Under the direction of an assigned supervisor, provide voice to sign and sign to voice interpreting and other support services for deaf and hard-of-hearing students in a variety of settings to facilitate communications between students, faculty, staff, administrators and others.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Provide voice to sign and sign to voice interpreting and other support services for deaf and hard-of-hearing students in a variety of settings to facilitate communications between students, faculty, staff, administrators and others; confer with students, teachers and administrators concerning instructional functions, interpretation services, educational progress and related issues, needs and activities; serve as a member of a student's educational team.

Interpret and provide transliteration for individual or small groups of deaf and hard-of-hearing students to reinforce and follow-up instructional concepts in various subject areas utilizing sign language or other methods of communication; interpret from spoken language into sign language and from sign language into spoken language.

Interpret information simultaneously during classroom or other presentations and activities as needed; interpret questions, responses, comments, explanations and other communications between students, faculty, staff and others; facilitate and support student participation and communications in social interactions; monitor and adjust interpretation in response to student comprehension.

Provide expressive and receptive interpretation and transliteration in American Sign Language, manually coded signed English systems or oral interpreting for deaf and hard-of-hearing students in support of educational programs and instructional activities; utilize appropriate register to express the language, meaning and intent of the speaker.

Attend and provide interpretation services for various events and activities such as classroom activities, meetings, conferences, phone calls, workshops, award ceremonies, counseling functions, field trips, assemblies, sports events, student clubs, staff presentations, back to school night and graduation ceremonies.

Explain and assure student understanding of classroom assignment and homework instructions; assist assigned faculty with the implementation of lesson plans; assist with clarifying lesson plans for students as needed; assure students, teachers, staff and others receive accurate communications.

Review and evaluate lesson plans and instructional materials in preparation for classroom activities and interpretation services.

Provide interpretation services for deaf and hard-of-hearing staff members as needed.

Observe and control behavior of students in the classroom according to approved procedures; monitor students during outdoor activities and lunch periods as required; report progress regarding student

performance and behavior.

Assure the health and safety of students by following health and safety practices and procedures; maintain classroom and other assigned areas in a safe, orderly and clean manner.

Communicate with staff, parents and various outside agencies to exchange information and resolve issues or concerns.

Operate a variety of office and classroom equipment such as copiers, audio-visual devices, computers and assigned software; utilize specialized equipment for deaf and hard of hearing students such as assistive listening devices; drive a vehicle to conduct work.

Prepare and maintain various records, reports and files related to students, instructional activities and assigned duties.

Attend and participate in various in-services, mentoring activities, workshops and other training activities as required.

OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

American Sign Language, sign vocabulary and various other assigned sign systems.

General needs, problems, learning styles, and requirements of deaf and hard of hearing students.

Current developments, trends and techniques in the field of interpreting for the deaf.

Basic subjects taught in District schools, including arithmetic, grammar, spelling, language and reading.

Professional Code of Conduct for Interpreters.

Basic instructional methods and techniques.

Correct English usage, grammar, spelling, punctuation and vocabulary.

Child guidance principles and practices related to deaf and hard of hearing children.

Classroom procedures and appropriate student conduct.

Safe practices in classroom and playground activities.

Operation of standard office and classroom equipment including a computer.

Oral and written communication skills.

Interpersonal skills using tact, patience and courtesy.

Record-keeping and report preparation techniques.

ABILITY TO:

Provide voice to sign and sign to voice interpreting and other support services for deaf and hard-of-hearing students in a variety of settings to facilitate communications between students, faculty, staff, administrators and others.

Interpret information simultaneously during classroom or other presentations and activities.

Provide expressive and receptive interpretation and transliteration in American Sign Language, manually coded signed English systems or oral interpreting for deaf and hard-of-hearing students.

Sign and voice rapidly and accurately using oral and manual forms of communication to provide verbatim or paraphrased interpretations.

Convey abstract concepts and technical terminology in American Sign Language.

Understand and relate to deaf and hard of hearing students.

Establish and maintain cooperative and effective working relationships with others.

Communicate effectively both orally and in writing.

Monitor, observe and report student behavior and progress according to approved policies and procedures.

Understand and follow oral and written instructions.

Operate standard office and classroom equipment including a computer and assigned software.

Observe health and safety regulations.

Prepare and maintain various records and reports.

Maintain regular and consistent attendance.

EDUCATION AND EXPERIENCE:

Possession of a High School Diploma or a GED

AND

Complete at least 48 semester units of study at an institution of higher education (college level)

OR

Obtained an associate's (or higher) degree

OR

Met (pass) an assessment that demonstrates knowledge of and the ability to assist in teaching reading, writing, and mathematics OR reading, writing, and mathematics readiness.

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid certification issued by the National Registry of Interpreters for the Deaf, having achieved the score on the Educational Interpreter Performance Assessment, the Educational Sign Skills Evaluation-Interpreter, or the National Association of the Deaf/American Consortium of Certified Interpreters assessment as required under California State Law; or have met comparable requirements.

Valid California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor environment.

Driving a vehicle to conduct work.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to sign for students.

Sitting or standing for extended periods of time.

Seeing to read a variety of materials and interpret the sign language of others.

Hearing and speaking to exchange information.

Reaching overhead, above the shoulders and horizontally.

Bending at the waist, kneeling or crouching to assist students.

Approved by Personnel Commission:	06/18/2008
Revised:	04/15/2009
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