

GRANITE FALLS SCHOOL DISTRICT
POSITION DESCRIPTION
Interpreter for the Deaf/Hearing Impaired

GENERAL SUMMARY

The interpreter will provide manual English and provide explanation or assistance for the hearing impaired students. The tutor will work under the direction of certificated personnel and may assist in developing specific written and signed communications and assisting with individual student assignments. The interpreter will simultaneous sign and voice interpretations in a variety of school environments to facilitate communication and education of the hearing impaired students in the district. This position is contingent upon deaf and/or hearing impaired student enrollment.

TYPICAL FUNCTIONS

Depending upon individual assignment to general or special education classrooms, learning support centers, preschool and/or alternative classroom placement or communication remediation, the interpreter performs all or a combination of the following duties:

1. Interpret all classroom communication and dynamics, including what the teacher, and other students, and the deaf/hearing impaired student may say, other noises that occur in or outside the classroom.
2. Performs sign to voice interpretation; refers all questions from the student back to the teacher.
3. Familiarizes self with subject matter being taught, studying materials, handouts, previewing films, and ensuring ability to utilize appropriate signing of vocabulary and expressions applicable to the subject.
4. Adapts signing to varying student needs and abilities and to personality of the speaker to objectively express the tone and mood of the speaker as well as the content of the material; re-signs using different signs as necessary to facilitate students of differing levels in the same situation.
5. Facilitates student's reading of signs by maintaining a dress code of dark clothes and assuring the student(s) is located in the most advantageous position, allowing student to see the interpreter, the teacher/speaker, as well as any visual aids.
6. Provides interpretation for various other situations, such as assemblies, field trips, meetings, test administration, or phone calls.
7. Assists student(s) in adaptive physical education, swimming and field trips; may assist student(s) in physical or other self-help activities in order for student to participate in their education.
8. Assist guest teacher(s) in classroom routine and general awareness of specific student(s) needs.
9. Provides feedback to the teacher regarding the student's understanding of subject matter; interprets, as necessary, to assure resolution of problems.
10. Meet with classroom teacher(s) regularly to determine information to be covered, specific vocabulary, and information which may need explanation in the interpreting situation; meet with educational team as necessary to receive direction regarding the overall management of deaf/hearing impaired student(s).
11. Provides professional support and assistance to other interpreters in the program, monitoring classes periodically, demonstrating signing vocabulary, and providing back-up interpretation for classes as available.
12. Serves as a resource person for District staff providing information regarding the interpretation process and needs and concerns of deaf/hearing impaired people.
13. Follows the code of ethics for interpreters as established by the National Registry of Interpreters for the Deaf.
14. Maintain confidentiality in compliance with District, State, and Federal guidelines.
15. Attend appropriate inservice training programs, staff meetings, and individual student conference as requested by the principal, or designee.
16. Performs related duties consistent with the scope and intent of the position.

REPORTING RELATIONSHIPS

Reports to building principal; receives direction from assigned supervisor and/or teacher(s).

MENTAL DEMANDS

Requires knowledge of principles, practices and techniques of signing and interpreting for the deaf/hearing impaired; requires ability to perform accurate, timely, and effective signing; may experience frequent interruptions; requires adaptability and flexibility to different student learning and behavioral styles and abilities with a wide range of physical or emotional disabilities; requires above average ability to read, interpret and follow a variety of instructions in written, oral, diagram, or schedule forms and effectively present information and respond to questions from staff, students, and parents; requires above average ability to calculate figures and amounts such as discounts, proportions, percentages, and totals and to apply concepts of basic mathematics; requires ability to solve practical problem and deal with a variety of concrete and abstract variables; requires cooperation and ability to work as a team member; requires ability to schedule, organize, and prioritize work assignments to assure timely and effective completion of work; requires above average communications skills; may be required to calm distraught, angry or hostile students.

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PHYSICAL DEMANDS

Exposed to infectious diseases carried by students; exposed to student noise levels. Regularly required to walk, stand, and use hands to handle, finger, or feel objects tools, reach with hands and arms, stoop, kneel, or crouch; activities may requires working outdoors in inclement weather; may require prolonged standing, sitting, bending (stooping); may require restraining out of control students; may occasionally require assisting students with physical activities; vision ability requires near and far distance vision, peripheral vision, depth perception, and the ability to adjust focus; requires flexibility in scheduling;

MINIMUM QUALIFICATIONS

Education and Experience

High school graduation or equivalent; graduation from a recognized interpreter training program and certificate; experience preferred.

CAROL TO PROVIDE UPDATED LANGUAGE

Licenses/Special Requirements

Fingerprinting required; Some positions may require lifting and positioning of disabled students.

CONDITIONS

The preceding list of essential functions is not exhaustive and may be supplemented as necessary.