



Interpreter I & II (Pool)

Review: Ongoing Recruitment

(Job #16-44) Interpreter I \$15.01—\$45.98/hour & Interpreter II \$27.34—\$51.73/hour. Appointments are typically made at the beginning of the salary range. This is a part-time, intermittent hourly, temporary position in the Student Disability Resource Center.

Position Summary: Under general supervision of the Director of the SDRC, the Interpreter facilitates communication between Deaf, Hard-of-Hearing, Deaf-Blind and hearing consumers. To facilitate communication, interpreters use American Sign Language (ASL,) Signed English, transliterating and/or another manual sign system, and also may provide oral and tactile interpreting services. Interpreters must be able to adjust to a broad range of consumer needs and preferences and work comfortably with a wide spectrum of interpreting services which requires a high degree of linguistic, cognitive and technical skill. Interpreters must be able to convey accurately the register, tone, intent and content of the consumer's message.

Duties: Assignments vary in extent of knowledge and abilities in terms of difficulty, subject matter and vocabulary but typically include:

Facilitating communication with students, faculty, staff and university guests most often in the classroom or related instructional settings; providing interpreting services of American Sign Language or other sign system required by the student; a thorough knowledge of the interpreting process as well as comprehensive understanding of deaf culture; ability to interpret spoken English and to transliterate by providing vocal expression of a hearing-impaired speaker to hearing persons; maintaining a working knowledge of vocabulary, terminology and course content; the ability to hear spoken language and exercising good judgment and discretion when working with confidential information.

Minimum Qualifications: Education & Experience:

Interpreter I: Demonstrate a combination of formal training typically equivalent to graduation from an interpreter training program and/or relevant documented interpreting experience; a wide acquaintance with academic higher education; knowledge of the Code of Ethics prepared by the National Registry of Interpreters for the Deaf (RID.)

Interpreter II : Equivalent to experience with academic higher education through attendance at or graduation from a four year college or university. Additionally, two years of relevant documented interpreting experience in a variety of settings. National Interpreter Certification (NIC) is required within this classification.

Knowledge, Abilities & Specialized Skills:

Interpreter I: The Interpreter 1 must demonstrate a firm understanding of methods and techniques used in communicating with Deaf and Hard-of-Hearing consumers; facilitates communication between hearing and hearing-impaired persons using a manual sign system such as American Sign Language to translate spoken language into a form which can be understood by hearing impaired persons, or to reverse translate from the language system used by hearing impaired persons into oral spoken language which can be understood by hearing persons.

Interpreter II: The Interpreter II performs assignments requiring higher levels of skilled interpreting and transliterating and certification of competence to support hearing-impaired students in advanced level classes or in complex technical or highly specialized classes requiring group participation and recitation by the student; thorough knowledge of American Sign Language and other sign systems; knowledge of special communication needs of hearing-impaired persons and deaf culture; strong knowledge of the National Registry of Interpreters for the Deaf Code of Ethics; knowledge of platform interpreting techniques; ability to learn unique subject matter, theories, and terminology; ability to be responsive to the student's needs and instructional goals; ability to serve a group and to sustain service for an extended number of hours.

(Continued on reverse)

Application Procedure: Please note that our application process has changed! We now require application materials to be submitted electronically. Qualified applicants should submit electronically the following materials:

- Letter of Interest;
- [HSU Employment Application](#);
- Resume or Curriculum Vitae;
- Contact information for at least three professional references

Submission of the application materials should be sent as an attachment to: careers@humboldt.edu.

Please include your last name and the job # (16-44) in the subject line of the email.

Application Deadline: This position is open until filled.

HSU is committed to enriching its educational environment and its culture through the diversity of its staff, faculty, and administration. Persons with interest and experience in helping organizations set and achieve goals relative to diversity and inclusion are especially encouraged to apply.

It is the responsibility of the applicant to provide complete and accurate employment information. Incorrect or improperly completed applications will not be considered for vacancies. Any reference in this announcement to required periods of experience or education is full-time activity. Part-time experience or education--or activities only part of which are qualifying--will receive proportionate credit. In accordance with applicable Collective Bargaining Agreements, preference may be given to the campus applicants covered by these agreements. However, positions are open to all interested applicants, both on and off campus.

Class Code: 7169/7170

Evidence of required degree(s), certification(s), or license(s) will be required prior to the appointment date. The successful candidate for a position at HSU is required to be fingerprinted through the Humboldt State University Police Department or their local law enforcement agency. The results of the fingerprint process must be received by the university prior to the candidate's appointment. The cost of the fingerprinting is borne by the university.

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Humboldt State University is committed to achieving the goals of equal opportunity and endeavors to employ faculty and staff of the highest quality reflecting the ethnic and cultural diversity of the state. Additional information about Humboldt State University can be found at www.humboldt.edu.

Humboldt State University is a Title IX/Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, protected veteran status, or any other legally protected status.

The person holding this position is considered a 'mandated reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.



Humboldt State University is part of the 23-campus California State University system. The University has a comprehensive arts and sciences curriculum, which is recognized nationally for its high academic quality. Founded in 1913, HSU is one of the premier, public institutions in the western United States; it is a rural and residential campus with an enrollment of approximately 7,500 students. The main campus is located in Arcata, California, in the northwestern part of the state along the coast, and situated among redwood trees in an area that offers unmatched scenic beauty, moderate climate and opportunities for outdoor activities. The surrounding Humboldt County locale has a population of 130,000. The community offers an excellent range of businesses, services and cultural activities/performances. The local schools are ranked in the top performance percentiles, both nationally and in the state.