

# **SOUTH SIOUX CITY COMMUNITY SCHOOLS**

## **SIGN LANGUAGE INTERPRETER**

|                             |   |
|-----------------------------|---|
| <b>Reports to:</b>          | <b>Student Services or designee</b>   |
| <b>Classification:</b>      | <b>Classified</b>   |
| <b>FLSA Status:</b>         | <b>Non Exempt</b>   |
| <b>Terms of Employment:</b> | <b>Days according to school calendar as approved by board policy</b>  |
| <b>Evaluation:</b>          | <b>Performance in this position will be evaluated regularly by the supervisor and in accordance with Board Policy</b> |
| <b>Compensation:</b>        | <b>Reviewed and established annually by the Board of Education</b>  |

### **JOB SUMMARY**

To assist the students in achieving IEP goals and objectives by interpreting and tutoring if necessary, those students identified as hearing impaired and as required by the IEP.

### **WORKING CONDITIONS**

- Inside offices and classrooms.
- Outside for activities with students.

### **PERFORMANCE RESPONSIBILITIES**

- Voice to Sign Interpreting
  - The interpreter shows use of:
    - Adequate knowledge of vocabulary
    - Fluent finger spelling
    - Clear portrayal of the message/intent
    - Appropriate facial expression and body movements
    - Appropriate use of sign pace
    - Appropriate locations/relationships of signs
    - Clearly mouthing the message
- Sign to Voice Interpreting
  - The interpreter shows use of:
    - Appropriate vocal intonation for message
    - Appropriate rate rhythm/volume
    - Appropriate choices/vocabulary
    - Clear portrayal of message/intent
    - Clearly conveyed finger spelled words
- Presents a professional image.
- Is prompt and punctual.
- Develops and maintains a rapport with students and staff.
- Maintains confidentiality.
- Appropriately communicates with educational teams, school personnel, students, and outside agencies.
- Is flexible with assignments and schedule changes.
- Participates in professional growth activities.
- Adhere to the code of ethics of the District and Nebraska Department of Education (NDE Rule 27). The Sign Language Interpreter must serve as a positive role model for staff and students.
- Is prepared for assigned responsibilities.

### **EDUCATION AND/OR EXPERIENCE**

- High School Diploma
- Meet the certification requirements detailed in Rule 51 (010.07)

### **REQUIRED KNOWLEDGE AND SKILLS**

- Regular, dependable attendance on the job, the ability to perform the identified tasks and to possess and utilize the identified knowledge, skills, and abilities and to perform the identified work activities; and the ability to perform the following identified physical requirements:

| <b>Physical Requirements<br/>Sign Language Interpreter</b>   |  | <b>E</b><br>Item is not a requirement<br>of the job<br><b>N</b> | <b>E</b><br>Occasional – up to 33%<br>of time<br><b>N</b> | <b>E</b><br>Occasional/Essential -- up<br>to 33% of time, absolutely<br>essential to the job<br><b>E</b> | <b>E</b><br>Frequent -- between<br>34% - 66%<br><b>E</b> | <b>E</b><br>Continuous -- over<br>66% of time<br><b>E</b> |
|--|--|---|---|--|--|---|
| <b>E</b><br>E = Essential<br>NE = Non-Essential  |  |   |   |  |  |   |
| <b>Stamina</b>   |  |   |   |  |  |   |
| 1. Sitting   |  |   |   |  | X  |   |
| 2. Walking   |  |   |   |  | X  |   |
| 3. Standing  |  |   |   | X  |  |   |
| 4. Sprinting/Running   |  | X   |   |  |  |   |
| <b>Flexibility</b>   |  |   |   |  |  |   |
| 5. Bending or twisting at the neck more than the average person                                      |  |   |   | X  |  |   |
| 6. Bending or twisting at the trunk more than the average person                                     |  |   |   | X  |  |   |
| 7. Squatting/Stooping/Kneeling   |  |   |   | X  |  |   |
| 8. Reaching above the head   |  |   | X   |  |  |   |
| 9. Reaching forward  |  |   | X   |  |  |   |
| 10. Repeating the same hand, arm or finger motion many times (For example: typing, data entry, etc.) |  |   | X   |  |  |   |
| <b>Activities</b>  |  |   |   |  |  |   |
| 11. Climbing (on ladders, into large trucks/vehicles, etc.)  |  |   | X   |  |  |   |
| 12. Hand/grip strength   |  |   | X   |  |  |   |
| 13. Driving on the job   |  |   |   | X  |  |   |
| 14. Typing non-stop  |  |   | X   |  |  |   |
| <b>Use of Arms and Hands</b>   |  |   |   |  |  |   |
| 15. Manual dexterity (using a wrench or screwing a lid on a jar)                                     |  |   | X   |  |  |   |
| 16. Finger dexterity (typing or putting a nut on a bolt)   |  |   | X   |  |  |   |
| <b>Lifting Requirements</b>  |  |   |   |  |  |   |
| 17. Lifting up to 10 pounds (Mark all that apply)  |  |   |   |  |  |   |
| Floor to waist   |  |   |   | X  |  |   |
| Waist to shoulder  |  |   |   | X  |  |   |
| Shoulder to overhead   |  |   | X   |  |  |   |
| 18. Lifting 11 to 25 pounds (Mark all that apply)  |  |   |   |  |  |   |
| Floor to waist   |  |   |   | X  |  |   |
| Waist to shoulder  |  |   |   | X  |  |   |
| Shoulder to overhead   |  | X   |   |  |  |   |
| 19. Lifting 26 to 50 pounds (Mark all that apply)  |  |   |   |  |  |   |
| Floor to waist   |  |   | X   |  |  |   |
| Waist to shoulder  |  |   | X   |  |  |   |
| Shoulder to overhead   |  | X   |   |  |  |   |
| 20. Lifting 51 to 75 pounds (Mark all that apply)  |  |   |   |  |  |   |
| Floor to waist   |  | X   |   |  |  |   |
| Waist to shoulder  |  | X   |   |  |  |   |

|   |   |   |   |  |  |
|---|---|---|---|--|--|
| Shoulder to overhead  | X |   |   |  |  |
| 21. Lifting 76 plus pounds (Mark all that apply)  |   |   |   |  |  |
| Floor to waist  | X |   |   |  |  |
| Waist to shoulder   | X |   |   |  |  |
| Shoulder to overhead  | X |   |   |  |  |
| 22. Can load/items weighing over 50 pounds that are lifted or carried be shared, or reduced into smaller loads? | X |   |   |  |  |
| <b>Pushing/Pulling</b>  |   |   |   |  |  |
| 23. 25 to 50 pounds   |   |   | X |  |  |
| 24. 51 to 75 pounds   |   | X |   |  |  |
| 25. 76 to 90 pounds   | X |   |   |  |  |
| 26. Over 90 pounds  | X |   |   |  |  |
| <b>Carrying</b>   |   |   |   |  |  |
| 27. 10 to 25 pounds   |   |   | X |  |  |
| 28. 26 to 50 pounds   |   | X |   |  |  |
| 29. 51 to 75 pounds   | X |   |   |  |  |
| 30. 76 to 90 pounds   | X |   |   |  |  |
| 31. Over 90 pounds  | X |   |   |  |  |