



**NORTH DAKOTA
CLASS DESCRIPTION**

ND Human Resource Management Services
Phone: (701) 328-3290

Class Code(s): 1016

SIGN LANGUAGE INTERPRETER

GRADE H

SCOPE OF WORK:

Work involves interpreting and/or transliterating services for deaf and hearing consumers in an educational environment that includes academic and social settings such as classrooms, field trips, assemblies, counseling sessions, meetings, extracurricular activities, etc.

DUTIES PERFORMED:

- Facilitate communication, direct and overheard, through the use of sign language and spoken English, cultural mediation, and knowledge about accessibility; convey the content and spirit of the speaker.
- Educate consumers regarding the use of interpreter services, note-takers, and closed-captioned services.
- Tutor students and assist with homework assignments.
- Provide guidance, direction, and feedback to interpreters-in-training, interns, and others in the process of improving their sign language and interpreting skills.
- Transport students and assist with supervision of students.

NOTE: The duties listed are not intended to be all-inclusive. Duties assigned any individual employee are at the discretion of the appointing authority.

MINIMUM QUALIFICATIONS:

Requires graduation from high school or General Equivalency Diploma (GED) and at least one of the following certificates: from the Registry of Interpreters for the Deaf, a Certificate of Interpreting, Certificate of Transliterating, or Comprehensive Skills Certificate; or from the National Association of the Deaf, a Certificate of Competence Level III (Generalist), Level IV (Advanced), or Level V (Master).

Eff. Date: 1/92

Rev: 9/96 – Reviewed pay grade assignment

Rev: 12/05 – Reviewed pay grade assignment; revised scope, duties, min quals, and class evaluation

* Denotes pay grade exception

Rev: 7/12 – Conversion to Hay System; Removed Pay Grade Exception