

# Educational Interpreter IV

## Position Details

Class Code: 4243

Job Family: Paraprofessionals/Aides/Assistants

Classification: Support Professional

Terms of Employment: [Pay Grade 55 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

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## Position Summary

Under general supervision, works with deaf and hard-of-hearing (DHH) students and other individuals.

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## Essential Duties and Responsibilities

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Interprets lectures, assignments, and other school activities for DHH students into American Sign Language (ASL), Manually Coded English (MCE), or verbally in a method suitable for “verbal” students.
2. Reverse interprets into spoken English as needed for others.
3. Restructures expressed language to receiving party for clarity and comprehension.
4. Acts as liaison among administrative/educational staff, resource personnel, and students; promotes understanding and sensitivity towards DHH students’ needs.
5. May administer Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED), as necessary.
6. May monitor students during assigned period(s) in school environments (assemblies, athletic areas/fields, bus stops, cafeteria/multi-purpose room, classrooms, field trips, playgrounds, restrooms, etc.) to maintain a safe learning environment, which may include physical interventions (jogging/running after student(s) to prevent them from harming themselves or others).

7. Conforms to safety standards, as prescribed.
  8. Performs other tasks related to the position, as assigned.
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## **Distinguishing Characteristics**

Involves interpreting using ASL, MCE, or verbal communication systems at the master level, as assigned.

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## **Knowledge, Skills, and Abilities (Position Expectations)**

1. Knowledge and competency in ASL, MCE, or verbal, expressive, and receptive communication styles.
  2. Knowledge of CPR/AED and Universal Precautions.
  3. Ability to demonstrate appropriate use of visible speech.
  4. Ability to follow grammar rules of language(s) used.
  5. Ability to display clear, accurate finger spellings.
  6. Ability to display appropriate eye contact.
  7. Ability to convey overall message from voice-to-sign and sign-to-voice.
  8. Ability to demonstrate appropriate lag time from voice-to-sign and sign-to-voice.
  9. Ability to take responsibility for message clarity.
  10. Ability to convey environmental sounds.
  11. Ability to work effectively with DHH students and adults.
  12. Ability to practice ethical behavior.
  13. Ability to interpret and apply written/verbal instructions.
  14. Ability to learn and apply school rules, regulations, and procedures.
  15. Ability to maintain confidentiality of student records/contacts, etc.
  16. Ability to complete routine records.
  17. Ability to work with DHH students and deal with unusual student behavior.
  18. Ability to work flexible hours/shifts.
  19. Ability to work cooperatively with employees, students, and the public.
  20. Ability to recognize and report hazards and apply safe work methods.
  21. Possess physical and mental stamina commensurate with the responsibilities of the position.
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# Position Requirements

## Education, Training, and Experience

High school graduation or other equivalent (General Educational Development (GED), foreign equivalency, etc.).

## Licenses and Certifications

1. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada. License must be maintained for the duration of the assignment.
2. Current driving history (dated within six (6) months from the date printed) issued by the Department of Motor Vehicles (DMV) at the time of application or Qualified Selection Pool (QSP) placement and at the time of interview prior to final selection.
3. Safe driving record. Safe driving record must be maintained for the duration of the assignment.
4. Educational Interpreter Performance Assessment (EIPA) Levels 4.8 - 5.0 certificate, Master Comprehensive Skills Certificate (MCSC), National Association of the Deaf (NAD) Level V certificate, Certificate of Interpretation (CI), Certificate of Transliteration (CT), National Interpreter Certification (NIC), NIC Advanced, NIC Master, and/or American Consortium of Certified Interpreters (ACCI) Level V certificate. Certification(s) must be maintained for duration of assignment according to Nevada laws/regulations.
5. EIPA Written Knowledge Exam Certificate.
6. Current CPR/AED certificate from the American Heart Association, American Red Cross, or a similar organization. Certification must be maintained for duration of assignment. Certification training must be in-person and include a hands-on component. Online courses will not be accepted. A copy of the front and back of the CPR/AED certificate must be uploaded into the application.

**NOTE:** EIPA certification is required according to Nevada Revised Statutes (NRS) 656A. Educational Interpreter IV's must adhere to the stipulations of this law.

## Preferred Qualifications

1. Bachelor's degree in a related field.
  2. Five (5) or more years' experience in community/educational interpreting.
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## Document(s) Required at Time of Application

1. High school transcript or other equivalent (GED, foreign equivalency, etc.).
  2. Copy of a valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada.
  3. Copy of current driving history (dated within six (6) months from the date printed) issued by the DMV.
  4. Safe driving record.
  5. EIPA Levels 4.8 - 5.0 certificate, MCSC, NAD Level V certificate, CI/CT certificate(s), NIC, NIC Advanced/Master, and/or ACCI Level V certificate.
  6. EIPA Written Knowledge Exam Certificate.
  7. Current CPR/AED certificate as indicated above. A copy of the front and back of the CPR/AED certificate must be uploaded into the application.
  8. Specific documented evidence of training and experience to satisfy qualifications.
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## Examples of Assigned Work Areas

Clark County School District (CCSD) schools – Individualized Education Program (IEP) meetings, teacher meetings, Board of Trustees meetings, due process hearings, Office of Civil Rights (OCR) hearings, civic organizations, parent support groups, public school presentations, other designated school areas, etc.

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## Work Environment

### Strength

Sedentary/light - exert force up to 20 lbs., occasionally; 10 lbs., frequently; negligible force, constantly.

### Physical Demand

Frequent sitting, carrying, climbing, balancing, crouching, jogging, running, standing, walking, pushing, pulling, stooping, kneeling, reaching, handling, and repetitive fine motor activities. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and maintain concentration for an extended period of time. Frequent signing, finger spelling, and use of speech.

Signing/Auditory/Verbal: Frequent communications, including with people who are deaf/hard-of-hearing, in-person, via telephone, and via Telecommunications Device for the Deaf (TDD). Vision: Frequent use of vision (near/far acuity) to interpret signs, finger-

spelled words, and body language accurately into spoken English, and read printed/online materials, Video Display Terminal (VDT) screens, or other monitoring devices.

## **Environmental Conditions**

Varies from climate-controlled office settings to work outdoors, with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

## **Hazards**

Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

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## **Examples of Equipment/Supplies Used to Perform Tasks**

TDD/relay systems, computers, printers, fax machines, etc.

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## **AA/EOE Statement**

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

## **Job Revision Information**

- Revised: 01/30/24
- Created: 01/17/88