



Sign Language Resource Services, Inc.

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Job Description

STAFF INTERPRETER

Position: Staff Interpreter
Reports: CEO
Location: Community/State

FLSA Status: Full-time, hourly, non-exempt
Wage Range: \$55 - \$44 per hour plus mileage
Benefits: Health, vision, dental, PTO, professional development reimbursement

SUMMARY

The Staff Interpreter is responsible for providing community-based interpreting services as necessary, providing support to the Deaf/Hard of Hearing community, and aid, when necessary, the Scheduler, Office Assistant and CEO. Attending company functions, workshops, events, and conferences representing SLRS. Perform other related duties, as applicable to position.

REQUIREMENTS

(The individual must possess these skills and abilities or be able to explain and demonstrate that s/he can perform the essential functions of the job, with or without reasonable accommodation, using some other combinations of skills and abilities.)

1. Preferably certified in at least one: QAST V/V (Interpreting & Transliterating), BEI Basic or higher, RID.
2. Will typically be scheduled for assignments Monday – Friday, 8:00 AM – 5:00 PM, but there will be opportunities for additional hours outside normal business hours.
3. Possess excellent verbal and written communications skills.
4. Must be able to interpret in a variety of settings (credentials permitting): medical, education (K-12 & post-secondary), legal, platform, etc.
5. Be able to interpret onsite (required) and virtually (preferably).
6. Must maintain certification and CEU requirements for the duration of employment.
7. Will adhere to the NAD-RID Code of Professional Conduct.
8. Must have reliable means of transportation to and from assignments.
9. Will dress in a manner consistent with interpreting standards while on assignment.
10. Must be able to align with company culture and values.
11. Possess outstanding organizational and time management skills.
12. Possess superior customer service skills.
13. Must be a team player and helpful with co-workers.
14. Physical Requirements:
 - Ability to stand, walk, and move around for extended periods.
 - Lift and carry moderately heavy items, including equipment, chair, etc.
 - Navigate and work in various event spaces, including indoor and outdoor venues.
 - Comfortable working in fast-paced and dynamic environments.

SLRS- Sign Language Resource Services, Inc., is an equal opportunity employer