

**COUNTY OF ORANGE  
MUNICIPAL/SCHOOL  
JOB CLASSIFICATION SPECIFICATION**

**CLASS TITLE:** SIGN LANGUAGE INTERPRETER

**TITLE #:** 1632

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for translating spoken material into sign language for deaf and hard of hearing students. This position also involves responsibility for interpreting comments of deaf and hard of hearing students for teachers, aides and peers. An employee in this class works closely with deaf and hard of hearing students in a classroom setting. The incumbent works under the general supervision of an administrative superior. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

Provides interpreting and/or transliterating utilizing American Sign Language and English for deaf and hard of hearing students;

Interprets comments of deaf and hard of hearing students for teachers, aides and peers;

Accompanies and supervises deaf and hard of hearing students in other school activities such as assembly programs, field trips, playgrounds, cafeteria, etc.;

May assist with arrangements and preparations for science demonstrations, music and art classes, audio-visual presentations, etc.;

May proctor and assist in the administration of various tests;

May assist teacher by performing a variety of duties related to teaching activities, such as photocopying, filing and distributing information, preparing teaching aids, keeping classroom records and attendance, etc.;

May assist in crisis intervention and assist in classroom management as directed by the teacher;

May assist children with disabilities to maintain a normal school routine, including, but not limited to, bus arrivals and departures, cafeteria help, toileting, emergency exit during evacuation drills, lifting, carrying when needed;

May arrange and assist with parent conferences under direction of teacher;

May relieve classroom teachers for emergencies and meetings as needed.

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(continued)

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**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Working knowledge of American Sign Language; working knowledge of classroom routine; skill in the use of sign language; ability to work as a team member; ability to accurately interpret for the deaf and hard of hearing; ability to establish good relationships with the students and teachers; ability to maintain discipline; patience; tact; reliability; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of a high school equivalency diploma.

**SPECIAL REQUIREMENT:** Proficiency in American Sign Language as determined by review and approval of appointing authority.

**JURISDICTIONAL CLASSIFICATION:** Non-competitive\* pending approval by the New York State Civil Service Commission.

ADOPTED: 7/25/07 ms