

# ANNOUNCEMENT OF EMPLOYMENT OPPORTUNITY

De Anza College

## Sign Language Interpreter II (Academic Days Only)

Job #07-060

Closing Date: 11/09/06

The Foothill-De Anza Community College District is currently accepting applications for **Sign Language Interpreter II, De Anza College**.

### DUTIES AND RESPONSIBILITIES OF THE POSITION INCLUDE:

Under the direction of the Deaf Services Supervisor, perform complex and technical translations and interpretations. Carry out duties at De Anza and/or Foothill College. Provide interpreting and transliterating services to students, staff, and faculty. Assist with test proctoring, setting-up video equipment, and the taping of classes and interpreters. Process the requests for and the scheduling of interpreters/captioners. Perform other related duties as assigned.

### MINIMUM QUALIFICATIONS:

1. Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. Any combination equivalent to an Associate's degree in Interpreting or related field.
3. Six years college level classroom work experience.

### PREFERRED QUALIFICATIONS:

1. A Bachelor's degree in Interpreting or related field.
2. NAD Level 5 or RID CI/CT.
3. Knowledge of ASL as well as other modes of manual communication: CASE, PSE, SEE; oral interpreting, and deaf/blind interpreting.
4. Knowledge of RID Code of Ethics.
5. Knowledge of Deaf culture.
6. Knowledge of ADA and its applications in education.
7. Ability to assess and adapt to the needs of individual clients.
8. Ability to establish and maintain working relationships.

### APPLICATION MATERIALS:

1. A District application to be completed at [www.fhdajobs.net](http://www.fhdajobs.net) (a paper application is available by visiting [www.fhda.edu](http://www.fhda.edu) or by contacting Employment Services).
2. Resume of all work experience, formal education and training.
3. Cover letter addressing your qualifications for the position of Sign Language Interpreter II.
4. A separate document that provides information which demonstrates your understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.

Incomplete application packets will not be forwarded to the search committee for review.

Application materials become the property of the District and will not be returned.

### CONDITIONS OF EMPLOYMENT

**Salary:** \$5,013.11 per month plus benefits; level N-57

**Position:** Part Time (75%), 30 hours/week permanent, Academic Days Only. Schedules may vary depending on the needs of the program; this may include evening or weekend assignments.

**Starting date:** As soon as possible upon completion of the search process.

Excellent benefits package which includes full cost medical coverage for employee and eligible dependents, dental, vision care, employee assistance program, long-term disability, retirement benefits and basic life insurance.

For information on our benefits package that includes fully paid medical for employees and dependents, visit our web site: <http://hr.fhda.edu/benefits>

Persons with disabilities who require reasonable accommodation to complete the employment process must notify Employment Services no later than the closing date of the announcement.

The successful applicant will be required to provide proof of authorization to work in the U.S.

All interviewing costs incurred by applicant are the responsibility of the applicant.

For more information about our application process contact:  
Employment Services  
Foothill-De Anza Community College District  
12345 El Monte Road  
Los Altos Hills, California 94022  
(650) 949-6217  
Email: [employment@fhda.edu](mailto:employment@fhda.edu)  
<http://www.fhda.edu>