



**STATE OF NEW YORK
UNIFIED COURT SYSTEM**

TITLE STANDARD:

COURT INTERPRETER SIGN

Effective Date:	12/11/2008
Title Code Number:	9463251
Salary Grade:	18
Jurisdictional Classification:	NC

DISTINGUISHING FEATURES OF WORK:

Court Interpreters (Sign) are primarily responsible for interpreting between American Sign Language (ASL) and spoken English in the courtroom and other settings. They also translate written documents into sign language. When court activity does not require interpreting services, Court Interpreters (Sign) also may oversee per diem interpreting services, perform clerical tasks such as filing or answering inquiries, and other related duties.

TYPICAL DUTIES:

Interprets verbatim between English and sign language in formal and informal settings.

Translates official, technical, medical and legal documents, certificates, letters and other written material, and audio recordings into sign language.

Assists signers in completing forms and preparing complaints.

Performs clerical tasks such as indexing and filing court papers and answering routine inquiries from the public.

May administer per diem interpreter proficiency tests, obtain per diem interpreting services and evaluate language proficiency.

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this title. They do not include all job duties performed by employees in this title, and every position does not necessarily require these duties.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of the grammatical rules and syntax of American Sign Language.

Knowledge of English including vocabulary, grammar and pronunciation, including street language or slang.

Knowledge of the policies, procedures and standards regarding provision of sign translation services.

Ability to accurately interpret verbal and sign exchanges in simultaneous, consecutive, and Sight modes.

Ability to read, write, and communicate verbally in a clear and concise manner.

Ability to translate written documents into sign.

Ability to understand and follow verbal and written instructions.

Ability to communicate effectively with persons of varying cultural backgrounds.

QUALIFICATIONS:

High School diploma or the equivalent and professional certification by a recognized credentialing authority as required by Section 390 of the Judiciary Law;

or

An equivalent combination of education and certification.

Note: The Chief Administrative Judge has established the Registry of Interpreters for the Deaf, Inc. (RID) as a recognized credentialing authority. The minimum RID credential required by the New York State Unified Court System is the National Interpreter Certification (NIC).

Prior to appointment, candidates may be required to participate in a language competency skills assessment.