

Working with Court Interpreters

HELPFUL REMINDERS FOR INTERPRETERS:

- Punctuality is a must.
- Business attire is required.
- Check-in with a supervisor.
- Apprise the court and supervisor of your whereabouts if you are assigned to more than one case in the courthouse.
- Interpret in the first person.
- Address the court in the third person.
- Know the difference between simultaneous and consecutive interpreting and when to use them.
- Comply with the *Canons of Professional Responsibility for Court Interpreters*.
- Remember that quality service and language access are vital to the court.

HELPFUL REMINDERS FOR SUPERVISORS:

- Provide current reference materials for the interpreters such as glossaries, online resources, dictionaries and a copy of the *UCS Court Interpreter Manual and Code of Ethics*.
- Advise the interpreter that if a particular term does not have a direct interpretation it is best to inform the court that some explanation will be required.
- Monitor staff and per diem performance as a regular practice. Interpreters, regardless of experience, should be observed by a supervisor to insure good practices and allow for constructive guidance when necessary.