



NDHHS

Northeast Deaf and
Hard of Hearing Services, Inc.

57 Regional Drive Unit D, Concord, NH 03301

603-224-1850 Voice, 603-224-0691 TTY

swolf-downes@ndhhs.org

Job Description: Community/Medical Interpreter

NDHHS seeks a highly motivated individual with outstanding verbal, signing and written communications skills for the full time or part time position of Community/Medical Interpreter.

Job Responsibilities, Duties and Requirements:

- Work closely with NDHHS referral staff to schedule requests
- Cover unfilled community/medical interpreting jobs
- Bill appropriate agency for outside interpreting jobs
- Work on other duties and projects as needed
- Follow the RID Code of Ethics
- Follow NDHHS in-house confidentiality standards
- Other duties as assigned by the Executive Director

Qualifications:

- Formal training in interpreting (BS required)
- Fluency in American Sign Language and English
- Excellent skills in both interpretation and transliteration
- Knowledge of Deaf Culture
- Good interpersonal skills
- Must have prior medical/mental health experience or currently taking RID related medical/mental health workshops
- NIC certification
- NH State Licensed

Salary:

- Competitive, depending on qualifications and experience.

Application:

- Please provide resume and two professional references to: Susan Wolf-Downes, Executive Director, Northeast Deaf and Hard of Hearing Services, Inc, 57 Regional Drive Unit D, Concord, NH 03301

Application deadline: January 22, 2010