

Court Interpreter – American Sign Language

Program/Dept.: ADA / Administrative Services
Location: St. Augustine, Bunnell or DeLand
Position #: 12221
Annual Salary: \$73,070.04
Deadline to Apply: Open Until Filled

Function:

This position reports to the Administrative Services Division Director and will provide English to American Sign Language (and vice versa) interpreting services throughout the four-county circuit. Required to observe and comply with the **NAD-RID Code of Professional Conduct**. This position is a member of the Court's Americans with Disabilities Act (ADA) resource team and will help coordinate fulfillment of sign language interpreter and other ADA requests. This position will be expected to be thoroughly familiar with and comply with the ADA as it pertains to the Court. Headquarters are subject to change based upon the needs of the Court.

Minimum Requirements:

Any combination of related college education and/or interpreting experience totaling 6 years is required. **Must have National Interpreter Certification (NIC) through the Registry of Interpreters for the Deaf (RID) at the time of hire.**

Knowledge, Skills and Abilities:

Ability to communicate effectively, tactfully and in a professional manner with the public, attorneys, judges and all courthouse personnel. Knowledge of and ability to use correct English grammar, spelling, and punctuation. Ability to collaborate with court personnel on the most effective delivery of interpreter services to satisfy the needs and obligations of the court. Ability to use a personal computer and Microsoft Word applications (Word, Excel, Outlook and Access). Ability to organize work, establish priorities, and meet deadlines. Ability to manage multiple assignments. Ability to use independent judgment and discretion concerning confidential and sensitive information.

This State-funded position is paid monthly and includes the State of Florida benefits package. The successful applicant is required to undergo a background check including fingerprinting.



How to Apply

Please submit a completed and signed State of Florida Application through the People First website or go to www.circuit7.org, click on "Employment" – then click on "State of Florida Application". You may call 386-626-6577 to have one sent to you.

**Court Administration –
Human Resources
101 N. Alabama Ave
Suite B-206
DeLand, FL 32724**

If you are disabled and require an accommodation to participate in the application/interview process, please contact Tracy Woodman at twoodman@circuit7.org with as much notice as possible. We will be happy to make every effort to accommodate reasonable requests.

The 7th Judicial Circuit Court is an equal opportunity and E-Verify employer.



SEVENTH
JUDICIAL CIRCUIT OF FLORIDA