Position Summary
A Fort Lewis College Interpreter is primarily responsible for interpreting and/or transliterating for deaf and hard of hearing students in an academic setting which may include, but not be limited to, classroom lecture, discussion, and laboratory activities. Other settings may include, but not be limited to college events, tutoring sessions, and other campus or academic activities as determined by student needs. Interpreters may be expected to interpret/ transcribe alone for some assignments.

Any Fort Lewis College interpreter may also be assigned to interpret/transliterate for other constituents on campus, including faculty, staff, and visitors. All interpreting assignments are scheduled by the Fort Lewis College Disability Coordinator. Fort Lewis College Interpreters are considered employees and report directly to the Disability Coordinator as their supervisor.

Required Qualifications
- Applicants must be graduates from a recognized Interpreter Training program and/or demonstrate skills and knowledge of standard practices relevant to interpreting/transliterating at post-secondary and professional levels.

Preferred Qualifications
- National Certification or equivalent combination of education and experience.

Professional Expectations
- Prepare for interpreting assignments (e.g. learn new vocabulary)
- Establish a cooperative and collegial working relationship with all college consumers (e.g. faculty, staff, and students)
- Participate in an annual evaluation process by the Coordinator of Disability Services
- Maintain effective and timely communication with supervisor about needs or concerns related to assignments
- Educate hearing consumers on the interpreter’s role in the assignment, when required
- Work to continually enhance skills and service delivery through participation in workshops and conferences
- Participate in mentoring opportunities
- Adhere to the Code of Ethics as outlined by the Registry of Interpreters of the Deaf
- Conduct him/herself as a professional representative of the Department of Disability Services and Fort Lewis College
- Support the Department of Disability Services in its mission to Fort Lewis College

Compensation
Pay is hourly at a rate commensurate with training, education, experience, and national certification. Pay rates are based on fair market rates for post-secondary education in the southwest Colorado region.

Interpreter positions are considered part-time, and therefore, not eligible for overtime. Most hours are assigned during the academic school year (August through December and January through April) with an average of 20 to 30 hours of academic interpreting/transliteration, depending upon student enrollment.
**General Information**

The need for interpreting/transliterating at Fort Lewis College is based on student enrollment for any given academic term. This need is variable and often uncertain from semester to semester. In all other respects, Fort Lewis College Interpreters are considered professionals. In addition, Fort Lewis College Interpreters are excluded from the standard six month employment restriction for Non-Student Hourly positions.

On-going or continued employment is contingent upon the need of deaf and hard of hearing constituents on campus and satisfactory performance as determined through student, peer, and supervisor evaluations. Primary time frame for employment is generally 8 months (academic year).

Non-student hourly employees are not eligible for benefits or for paid time off such as vacation, sick leave or paid holidays.

**Application Process**

Submit the following:
1. Letter of interest addressing qualifications and expectations
2. Resume
3. Copies of all transcripts
4. Contact information of three current references

To: Disability Services Coordinator
Fort Lewis College
1000 Rim Dr.
280 Noble Hall
Durango, CO 81301
970-247-7459

Review of applications will continue until the position is filled.

The successful candidate will be required to submit official transcripts and pass a background check.

**Equal Opportunity**

Fort Lewis College does not discriminate on the basis of race, age, color, religion, national origin, gender, disability, sexual orientation, gender identity, gender expression, political beliefs, or veteran status. Accordingly, equal opportunity for employment, admission, and education shall be extended to all persons. The College shall promote equal opportunity, equal treatment, and affirmative action efforts to increase the diversity of students, faculty, and staff. People from under-represented groups are encouraged to apply.

**About Fort Lewis College and Durango**

Fort Lewis College is Colorado’s public liberal arts college, offering baccalaureate degree programs in the arts, humanities, social sciences and natural sciences as well as professional programs in applied sciences, teacher education, and business administration. The college has a diverse student body with an enrollment of about 4,000 from 46 states and 10 nations, 20% Native American, and 8% Hispanic.

The campus is located on a mesa top at the foothills of the San Juan Mountains as it converges with the desert Southwest. The College contributes directly to the cultural and economic vitality of the area.

Durango is the hub of Southwestern Colorado, situated in a beautiful mountain valley with nearby peaks reaching 14,000+ feet. A mild four-season climate allows numerous opportunities for skiing, fishing, biking, golfing, etc. With an area population of 45,000, Durango is cosmopolitan for its size and is served by major airlines with direct connections to Denver, Phoenix, and Dallas. It is 3.5 hours driving distance from Albuquerque, N.M.