



Minnesota Department of Human Services

Sign Language Interpreter Specialist, Human Services Minnesota Department of Human Services

The Deaf and Hard of Hearing Services Division is seeking to fill a Sign Language Interpreter Specialist position for the TC Metro region. Interpret and transliterate for the Division and the staff when engaged in meetings, training seminars, advisory committee meetings, legislative events, and activities assigned throughout the metro region.

Provide and advise on technical assistance to area agencies to establish or enhance their standard of accessibility regarding interpreting services for consumers or employees to bring the agency into compliance with State and Federal legislation and the Americans with Disabilities Act.

Oversee and monitor the InterpreterReferral.org website by proposing language and structural changes, evaluate effectiveness of it as a resource tool for the community, and plan for future enhancements.

Conduct and compile research on interpreting trends, legal policies, issues and general information pertaining to interpreting and its practice. Monitor interpreting and transliterating trends and activities on local, regional and national levels.

Serve as DHHS central/metro contact person for all interpreting-related topics to share up-to-date information with the Division, the Department and the community upon request.

Actively participate as a member of the DHHS central office team which includes the metro regional office. Work as a team member with other DHHS staff sign language interpreter specialists.

Minimum Qualifications include National Registry of Interpreters for the Deaf level CI and/or CT or NAD level 4; proficiency in American Sign Language, Signed English, spoken and written English; expert knowledge of the fields of interpretation and transliteration; knowledge of relevant Federal and State laws; excellent writing skills and ability to provide input into the enhancement and improvement of the InterpreterReferral.org website. Travel is required primarily within the metro region. Occasional travel required in Greater Minnesota.

How to Apply:

For details and application procedures please do the following two things: 1) visit <http://www.doer.state.mn.us/>. Click on "Employment Information," then "My State Job Search" and follow the instructions to build or copy your résumé. The position's Vacancy Number is 08DHS000648, and will be posted through August 7; **in addition** 2) send your resume via email to dhhsd.interpreter@state.mn.us. Résumés best matching the published job requirements will be referred for further consideration and you may be contacted for an interview. Contact Amy McQuaid-Swanson at 651-431-2363 if you have any questions.