
Job Title	American Sign Language (ASL) Interpreter
PVN ID	LA-2412-006643
Category	Administrative Services
Location	LAGUARDIA C. C.
Department	Division of Student Affairs
Status	Part Time
Hourly Rate	\$45.00-\$61.00
Hour(s) a Week	5.00-10.00
Closing Date	Jun 30, 2025 (Or Until Filled)

General Description

The LaGuardia Community College (LaGCC) ACCES Pre-Employment Transition Services Program (Pre-ETS) assists students with disabilities in successfully transitioning from postsecondary education to meaningful employment opportunities. To further this mission, we are seeking a skilled and experienced American Sign Language (ASL) Interpreter to support communication between students who are Deaf or hard of hearing and program staff, career advisors, employer partners, and other stakeholders. The ASL Interpreter will play a critical role in facilitating clear and effective communication during meetings, workshops, events, and program activities, ensuring equal access and inclusion for Deaf and hard-of-hearing students in the program. Under the direct supervision of the Program Manager and Project Investigator, the Interpreter will work to ensure that all interactions are linguistically and culturally accessible while maintaining professional and ethical standards.

This is a grant-funded, hybrid position through the Research Foundation of CUNY. Appointments are subject to availability of funding and satisfactory performance.

About LaGuardia Community Collage

Founded in 1971 in Long Island City, Queens, LaGuardia Community College is one of seven community colleges of the City University of New York/CUNY. LaGuardia offers more than sixty associate degree and certificate programs, as well as dozens of workforce training, ESOL, GED, and pre-college programs. In 2023, LaGuardia served approximately 25,000 students. More than one-third of our degree-seeking students were born outside of the United States, coming to LaGuardia from 136 countries and speaking forty-three heritage languages. More than half are first-generation college students. Sixty-nine percent live in Queens; the rest live in Brooklyn and beyond. Approximately two-thirds of our degree students receive financial aid. Since forty-five percent of them identify as Hispanic, the US Department of Education has designated LaGuardia a Hispanic-Serving Institution. Please visit www.laguardia.edu to learn more.

Other Duties

- **Interpretation:** Provide clear and accurate interpretation between spoken English and ASL, maintaining linguistic integrity, tone, and intent of the speaker. This includes both consecutive and simultaneous interpretation as per the needs of the situation.
- **Facilitate Communication:** Act as a communication bridge between ACCES Pre-ETS students, career advisors, academic advisors, employer partners, and other program staff to ensure smooth interaction and mutual understanding during career transition planning, interviews, job readiness activities, and other student services.
- **Cultural Sensitivity:** Demonstrate cultural competence and sensitivity when interpreting for ACCES Pre-ETS students, respecting the linguistic and cultural differences of the Deaf community while ensuring that the message is conveyed clearly and appropriately for each individual student.
- **Preparation and Research:** Familiarize yourself with subject matter and terminology relevant to the context of interpretation. Conduct research and preparation as needed to ensure accurate and effective communication.
- **Confidentiality:** Maintain strict confidentiality and professionalism at all times, respecting the privacy of all parties involved in the communication process.
- **Professional Development:** Stay updated on advancements in ASL, interpreting techniques, and relevant regulations or guidelines. Pursue ongoing training and professional development opportunities to enhance skills and maintain certification.
- **Ethical Standards:** Adhere to the Code of Professional Conduct and ethical guidelines established by relevant interpreting organizations such as the Registry of Interpreters for the Deaf (RID) or state licensing boards.
- **Team Collaboration:** Collaborate effectively with other interpreters, Deaf individuals, hearing clients, and stakeholders to ensure smooth communication and mutual understanding in various environments.
- **Advocacy:** Serve as an advocate for the rights and needs of ACCES Pre-ETS students who are Deaf or hard of hearing, ensuring that their communication needs are fully addressed during program events and services. Promote awareness of the importance of accessibility, advocating for equal access to employment, educational opportunities, and full participation in all aspects of the ACCES Pre-ETS program and society at large.

Qualifications

- Fluency in American Sign Language (ASL) and English, with advanced proficiency in both languages.
- Completion of a recognized interpreter training program (ITP) or equivalent education and training in ASL interpretation.
- Certification from a reputable interpreting organization such as the Registry of Interpreters for the Deaf (RID) or state licensure where applicable.
- Strong interpersonal and communication skills, with the ability to convey complex information accurately and effectively in both ASL and English.
- Cultural competency and sensitivity to the diverse needs and experiences of Deaf and hard of hearing individuals.
- Ability to work independently and as part of a team, with flexibility to adapt to changing environments and communication dynamics.
- Commitment to upholding ethical standards and confidentiality in all aspects of the interpreting profession.
- Continuing education and professional development to maintain certification and stay current with best practices in ASL interpretation.

