

Wachusett Regional School District

INSTRUCTIONAL SUPPORT

JOB DESCRIPTION

TITLE:

Interpreter

QUALIFICATIONS:

1. Proficiency in the language of the student.
2. Experience working with students who have communication problems desired.

REPORTS TO:

The Building Principal or designee.

PERFORMANCE EVALUATION:

The Interpreter shall be evaluated annually using the Wachusett Regional School District Annual Support Staff Review Form, Form #: 001-eval.

REPRESENTATION STATUS:

Un-represented Staff

JOB RESPONSIBILITIES:

The Interpreter is to interpret for students who are unable to understand English or are unable to communicate due to a speech or hearing problem. He/she shall be punctual in all assignments, observe all District policies appropriate to this position, and accept the responsibility of assigned tasks.

In carrying out these responsibilities, the Interpreter shall:

1. Interpret for the student what is being said in the classroom;
2. Interpret for the student who is unable to speak;
3. Function as a resource person for the classroom teacher in better understanding the student's needs;

4. Provide assistance for the student as outlined in the student's I.E.P. or English as a second language plan;
5. Familiarize new non-English speaking students with their school and staff;
6. Provide other necessary support as requested by the teacher; and,
7. Perform such duties as the Principal or designee may assign.

Updated 4/97

Approved by:

Alfred D. Tutela, Superintendent of Schools

Date: 04/97