



Certified Deaf Interpreter (CDI)

Class Code: 5029

Bargaining Unit: Unrepresented

SUPERIOR COURT OF CALIFORNIA, COUNTY OF ALAMEDA
Established Date: February 2023

SALARY RANGE

SEE SALARY SCHEDULE

JOB DESCRIPTION:

JOB DEFINITION

Under general direction, functions as part of a team with a Certified ASL Interpreter to assist in providing accurate interpretation by relaying ASL and other signed languages, including other forms of visual communication between an individual party or witness who is deaf or hard of hearing for the Superior Court in person or via remote video conference courtroom proceedings.

DISTINGUISHING FEATURES

This is a single classification that reports to the Interpreter Services Manager. Employees in this classification interpret as part of a team with a Certified American Sign Language Interpreter (ASL) in courtroom proceedings, including, jury and court trials, pretrial conferences, family court mediation services and preliminary hearings. The Certified Deaf Interpreter (CDI) is distinguished from the higher-level classification of Interpreter Services Manager in that the latter develops, recommends and implements the interpretive program's goals and objectives, policies and procedures, and standards.

EXAMPLES OF DUTIES:

NOTE: The following are duties performed by employees in this classification; however, employees may perform other related duties at an equivalent level. Each individual in the classification does not necessarily perform all listed duties.

1. Serves as an intermediary interpreter to interpret, translate and explain using ASL, signed languages, including other forms of visual communication such as gestures, mimes, props, drawings and other tools at court proceedings at various courthouses within Alameda County; ensures the message is clearly communicated and matches the affect, integrity and intent of the message.

2. Interprets for judges, attorneys, court staff and other court-related departments at the discretion of the court and ensures ethical code of behavior; and protects the confidentiality of information.
3. Notifies the court of any issues or situations that may impede the interpreter's performance.
4. Researches and understands terminology used in court and functions of the court, which may include but not limited to legal, technological, scientific and/or medical terminology.
5. Reviews the daily calendar and receives assignments from the Interpreter Services Office and accurately completes daily logs, or other documentation as required.
6. Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

Education:

Possession of a Bachelor's degree from an accredited college or university.

And

Certificate:

Possession of a Certified Deaf Interpreter (CDI) certification and maintains a valid certification issued by the Registry of Interpreters for the Deaf (RID).

Special Requirements:

A valid California Class C Driver's License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

KNOWLEDGE AND ABILITIES:

Knowledge of best practices in interpreting; communication styles and methods; Deaf culture and its history; ethical standards and practices; robust English and ASL vocabulary to accurately convey information; strategies to maintain Deaf individual's focus on information relevant to the question; cultural sensitivities; California Rules of Court, Local Rules of Court, and applicable Court policies concerning court interpretation; principles and practices of effective business and legal communication; operation of personal computers and standard business software; principles and practices of customer and video conference etiquette; correct English usage, including spelling, grammar and punctuation;

Ability to receive, process and deliver information while maintaining composure and effectively managing the flow of information; identify the preferred communication modalities/preferences of individuals in the conversation; incorporate visual descriptions in addition to interpreting process, including alternative communication strategies to convey complex concepts; interpret body language; monitor for message accuracy through any method, including lip-reading;

perform sight translation of standard forms and instructions; adapt to unexpected changes; modify interpreting approach to be flexible in the use of ASL features and other gestural strategies; ensure the meaning is conveyed without editing, summarizing, adding meaning or omitting information; interpret accurately and remain impartial in adversarial and emotionally charged situations; tolerate exposure to disturbing evidence and testimony, including graphic photographs of traumatic events such as murder or domestic violence; work with people of diverse socio-economic backgrounds; maintain confidentiality of court documents, records and information; establish and maintain effective working relationships with judicial officers, Court and County employees, vendors, members of the public and others encountered in the course of work; operate a computer using standard business software, such as Microsoft Office (Word, Excel, Outlook); operate standard office equipment

CLASSIFICATION HISTORY:

Date created: 2/1/23