



Title: American Sign Language Interpreter and Program Assistant

Reports to: Operations Director

Position Status: Full-time/Year Round/Benefited/Salaried non-exempt and eligible for overtime

Compensation: \$46,000-\$52,000+ annually, based on experience

Position Summary:

The ASL Interpreter and Program Assistant is a split role.

Primarily, an employee in this position will provide American Sign Language (ASL) interpretation services for Steamboat Adaptive Recreational Sports (STARS) staff members, participants, and volunteers, in addition to community members as needed. Under the direction of the Operations Director, the position will provide sign language interpreting/transliterating services for programs, lessons, overnight camps, meetings, and related activities. The ASL Interpreter and Program Assistant is expected to adhere to professional ethics of interpreting while understanding the unique demands of a split role. The job requires fluency in English and American Sign Language, a high degree of mental concentration, and the ability to meet the physical requirements of the job.

Secondarily, the position will require program assistance. Additional duties will be assigned by Camps and Groups Manager or Program Director.

Duties and Responsibilities:

- Provides interpretation and transliteration services using sign language communication for deaf and hard of hearing individuals in STARS programs and business operations which may require presentation and exchange of highly complex and technical information. Assesses individual needs and the interpreting situation before and during assignments and adjusts as needed.
- Interprets from deaf and hard of hearing individuals' contributions, reports, or discussions to the staff members and to the program participants; and interprets deaf and hard of hearing individuals' questions directed to the staff members and participants and vice versa.
- Adherence to the ethics of interpreting and understanding the unique role of a STARS interpreter.
- Establishes and maintains a good working relationship with staff members, participants, volunteers, caregivers and/or off-site agencies as may be required by the assignment.
- Assists with providing for the deaf and hard of hearing individuals communication needs, including assessing and adjusting lighting, seating arrangements and access to visual aides.
- Preps for interpretation services by reading and becoming familiar with technical vocabulary and content.

- Stays abreast of new developments and techniques in the interpretation field by attending workshops and conferences and reviewing current literature, legislation and technology.
- Provide ASL services to other agencies or business in the community and surrounding area as needed.
- Performs other duties as assigned by the Camps and Custom Groups Manager, Program Director or other Lead Staff.

Necessary Skills and Qualifications:

- Successful completion of a background check.
- Demonstrated skill in a range of sign language systems.
- A minimum of three years of documented interpreting experience.
- Ability to provide own transportation to and from office and work functions may be required.
- Passion for adaptive sports and positive attitude.
- Can work effectively and efficiently under pressure and timelines.
- Basic computer knowledge and ability including Word and Excel.
- Willingness to accept contracted work to other agencies or organizations as needed.
- Ability to be flexible, creative, and adaptable to a variety of situations.
- Excellent Customer Service Skills.
- Mature and professional demeanor when communicating with staff, volunteers, instructors, caregivers, and participants.
- Possesses the utmost respect and trust regarding confidentiality.
- Commitment to a positive, fun, and team-oriented working environment.
- Self-Motivated and Inquisitive.

Education and Experience:

- Completion of an accredited Interpreter Training Program or related Associate's Degree is required. RID Certification or other nationally recognized Certification.
- Experience performing the duties of the job may substitute for the educational requirement on a year-for-year basis.
- One year of experience working with individuals with disabilities. (Preferred)
- Knowledge of a wide variety of disabilities (Preferred)

Requirements:

- Must be able to lift a minimum of 50 lbs. with assistance.
- Must have auditory and visual ability to interact with guests and participants on a daily basis.
- Must be able to successfully manage multiple, high priority tasks in a fast-paced environment.
- Must have reliable transportation to travel to contracted work with mileage reimbursement provided.
- Considerable learned physical skill is required to perform sign language. Certain coordinated finger, limb or body movement must be performed routinely in the course of regular work.
- Extended standing or sitting required. Constant repetitive motion and mental processing may be required which could lead to fatigue.

Work Environment:

- Fast-paced, highly interactive office and program environment with moderate to high noise levels.
- Must be able to work outside at high altitude in varying conditions, including uneven terrain, unpredictable weather, and situations.
- Some evenings, overnights, and weekends required.

Benefits

- Employer sponsored health, dental, and vision coverage
- Ski pass to Steamboat Ski Resort
- Access to STARS equipment inventory
- Retirement plan
- Eligible for year-end bonus
- Industry Pro-Deals
- Helping STARS provide recreational opportunities to people with varying abilities who would not otherwise be able to participate in said activities.

Please email cover letter and resume to bailey@steamboatstars.com with “ASL Interpreter Applicant” as the subject line.

Equal Employment Opportunity (EEO) Policy

STARS is dedicated to the principles of equal employment opportunity. We prohibit unlawful discrimination against applicants or employees on the basis of age, race, sex, color, creed, religion, national origin, disability, sexual orientation, ancestry, citizenship, veteran status, genetic information, or any other applicable status protected by state or local law.