

**Leon County Public Schools
Classification Specification**

Salary Grade 29

Summary Information:

Classification Title: Interpreter II **Date Prepared:** 04/2003
FLSA Status: Non-Exempt

Typical Decisions and Recommendations Provided to Others:

This position requires the regular exercise of independent discretion and judgment within defined policy parameters in area of specialty. Work follows specific procedures, however the incumbent may determine priorities, organize own work and occasionally make exceptions to procedures.

Activity Identification

Activity Name

732	Instructional Delivery Interpretation	Interprets for individuals or small groups of students in academic and technical classes using the most appropriate type of sign as determined by interpreter or Individual Education Plan.
048	Bilingual Assistance (Translation Service)	Provide assistance in basic communication and forms completion through use of bilingual skills. Includes translating oral and written communications.
733	Non-Instructional Interpretation	Interpret for students during testing, diagnostic evaluation and other school related meetings (non-classroom).
734	Instructional Support Tutor	Tutor deaf/hard of hearing students under the direction of the teacher.
238	Procedural Safeguards - Special Education	Protect legislative and/or court mandated rights of Special Education students.
735	Interpreter Training Programs	Participates in interview, assessment and training of Interpreters.
752	Support Supervision for Students	Assists teachers in supervising students in non-classroom settings such as lunchroom, playground supervision, and bus arrival, dismissal.
755	In-Service Training	Participates in appropriate in service training.
999	Assigned Duties	Perform other duties as assigned.

General Classification Specification Factors:

Education/Experience: High School diploma or equivalent with three years related experience; and Appropriate certification/license as required

Supervisory Responsibility: Yes

Type of Supervision: Supervision is typically part-time with respect to instructing, assigning and checking the work of others. Most time is typically spent performing the same work as members of the group. There is little or no responsibility for controlling costs and enhancing methods for performing work activity.

Effective Date: 07/01/2003