



**Open Position:**  
**Staff Interpreter**

**Title:** Staff Interpreter

**Department:** Deaf, Hard of Hearing and Low Vision

**Location:** North New Jersey Area

**Basic Functions:**

The ASL Staff Interpreter will provide professional interpreting services in American Sign Language for deaf or hard-of-hearing employees, clients, and visitors during various company/organization activities, including meetings, trainings, presentations, and social events. The incumbent will ensure clear and accurate communication between deaf or hard-of-hearing individuals and others, adhering to ethical standards and confidentiality guidelines.

**Essential Duties and Responsibilities:**

- Provide on-site ASL interpretation for meetings, presentations, trainings, and other company/organization events.
- Facilitate communication between deaf or hard-of-hearing individuals and hearing colleagues, clients, or visitors across multiple sites/company locations.
- Render spoken or written communication into ASL and vice versa, maintaining accuracy, clarity, and cultural sensitivity.
- Remains impartial and maintains confidentiality at all times, respecting the privacy of individuals and sensitive information.
- Collaborate with colleagues, supervisors, and other stakeholders to ensure effective communication access for all.
- Stay informed about relevant industry terminology, best practices, and advancements in ASL interpreting techniques.
- Participate in professional development opportunities to enhance interpreting skills and stay current with industry standards.

**Employee Qualifications:**

- Bachelor's degree in ASL Interpreting, Deaf Studies, or related field (Master's degree preferred).
- Certification from a recognized interpreting program (e.g., RID, NAD, BEI, or equivalent Preferred)
- Minimum of 2 years of experience providing ASL interpretation in professional settings.
- Proficiency in both English and American Sign Language, with fluency in ASL grammar and syntax.
- Strong interpersonal skills and the ability to adapt communication style to meet the needs of diverse individuals.
- Knowledge of deaf culture, etiquette, and customs, with a commitment to cultural competence.
- Excellent time management and organizational skills, with the ability to prioritize assignments and meet deadlines.
- Adherence to ethical standards and guidelines for professional conduct, including confidentiality and impartiality.

*To apply, email your resume to [apply@hce.works](mailto:apply@hce.works)  
Position is Full-time, 401K, 401K Match, Medical, Vision, Dental, Life Insurance, FSA  
Shift days: Monday-Friday 8:00AM-4:00PM (Weekends as needed)*