

Joe Lombardo
Governor

Richard Whitley, MS
Director



DEPARTMENT OF HEALTH AND HUMAN SERVICES

AGING AND DISABILITY SERVICES DIVISION
Helping people. It's who we are and what we do.



Dena Schmidt
Administrator

Job Announcement

Sign Language Interpreter and Mentor (Unclassified)

POSITION DESCRIPTION

Aging and Disability Services Division (ADSD) is recruiting for Sign Language Interpreter and Mentor position located in the Planning, Advocacy and Community Services (PAC) department in Reno/Sparks or Carson City, Nevada.

The primary responsibility of this position is to mentor interpreters following the CAS mentorship curriculum which is foundationally based on principles of self-assessment. This position will be expected to perform consultation on interpreting, including, best practices in employment and hiring, roles and responsibilities, and the State law on interpreter qualification requirements and scopes of practice. CAS Interpreter and Mentors adhere to professional standards, best practices, and follow the National Association of the Deaf (NAD) and the Registry of Interpreters for the Deaf (RID) Code of Professional Conduct. **Deaf and hearing interpreters are encouraged to apply.** This position may require up to 75% travel for mentoring meetings, presentations, workshops and to attend conferences to maintain knowledge and skills in the interpreting field.

MINIMUM QUALIFICATIONS

EDUCATION AND EXPERIENCE: Bachelor's degree in any field of study and experience providing mentoring and/or professional development in a work or volunteer capacity. Current and valid certification from a national certification such as, Registry of Interpreters for the Deaf, Board of Evaluation of Interpreters, etc., in good standing. Registration with the Nevada Interpreter/CART (or become registered upon acceptance of the position). Working knowledge of Microsoft Office Suite (i.e., Outlook, Word, Excel, PowerPoint).

BENEFITS

Public Employees Benefits Program: <http://pebp.state.nv.us>

Public Employees Retirement System: <http://www.nvpers.org>

Deferred Compensation

Generous annual leave, Sick leave benefits, Paid leave for 11 holidays. Flexible and regular week-day schedules available. Statewide opportunities for promotion, growth and continuity of employment.

Training opportunities including The Certified Public Manager (CPM) Program, Employee Assistance Program

How to Apply

Submit your resume or Curriculum Vitae with a letter of interest and three (3) professional references to:

Mildred Farkas
ADSD Human Resources Analyst
3320 W Sahara Ave., Suite #100
Las Vegas, NV 89102
Mildredfarkas@adsd.nv.gov

*In the Subject line, please reference **Sign Language Interpreter and Mentor***