

INTERNAL/EXTERNAL JOB POSTING (Job Posting #2019-01)



TITLE: LINC ASL/English Interpreter
POSITION STATUS: Part Time – Temporary (1 Year - Contract)
SCHEDULE: Monday to Thursday (15 hours/week), Flexibility required
HOURLY RATE: \$46/HOUR
REPORTS TO: Manager of Adult Education

POSITION SUMMARY:

The Bob Rumball Canadian Centre of Excellence for the Deaf (BRCCED) is a multi-purpose, multi-program facility that functions as a community centre for the Deaf and as a non-profit charitable provider of services for the Deaf. The organization exists to provide care and opportunities in a communication-rich environment that enhances the quality of life of those we serve.

Reporting to the Manager of Adult Education, the Language Instruction for Newcomers to Canada (LINC) Interpreter is to provide American Sign Language/ English interpretation for Deaf adults in the Employment Services and LINC programs.

This position is a temporary role, with the possibility of extension.

PRIMARY DUTIES

- Facilitate communication between Deaf and hearing individuals using ASL/English interpretation and visual/gestural communication in a variety of internal and external settings
 - Works with the Employment Counsellor and Manager to coordinate and execute interpreter assignments
 - Manage incoming calls and external calls for appointments to assist clients/learners
 - Maintain professional currency on issues and information regarding the profession and organization
 - Responsible for the development and maintenance of social media platforms and flyers as requested
 - Provide ASL/English interpretation for clients attending job interviews and appointments
 - Provide ASL/English interpretation for Employment workshops and government meetings
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QUALIFICATIONS

- Post-secondary diploma or degree from an accredited interpreter training program
 - Member of Canadian Association of Sign Language Interpreters (CASLI) and has Ontario Interpreter Services (OIS) Accreditation
 - Minimum 2 years of interpreting experience
 - Knowledge of immigration and various cultural backgrounds
 - Excellent interpersonal skills, communication skills and computer skills
 - Knowledge of Deaf culture and Deaf community
 - Excellent strategic planning skills and strong problem solving skills, multitasking skills and ability to prioritize while working with competing deadlines
 - Ability to utilize diplomacy, maintain confidentiality and good judgement
 - Able to travel to assignments in support of clients
 - Valid class G driver's license, clean driving record and access to a vehicle in good working condition
 - Current Health and Safety Awareness certificate, WHMIS and ability to participate in all necessary trainings
 - French/LSQ an asset
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Interested candidates please email resume to: Human Resources at careers@bobrumball.org or fax to (416)-449-8881

Please contact the above if you need accommodation at any stage of the application process.

PLEASE QUOTE JOB POSTING NUMBER YOU ARE APPLYING FOR.

We thank all applicants in advance, however, only candidates selected for an interview will be contacted.

Posting Date: January 08, 2019

Closing Date: Until Filled

Start Date: Immediate