Tiffin University

Interpreter American Sign Language (ASL) (Part Time)

Tiffin University is seeking a Part-Time American Sign Language (ASL) Interpreter. Reporting to the Director of Disability Services and Programming Coordinator, the Interpreter will communicate expressively and receptively with students, faculty, staff, etc. in a variety of settings. The variety of topics discussed contribute to the complexity of the position. The purpose of the assignment is to provide access by removing barriers to communication in order to allow participation in activities at Tiffin University.

The Interpreter provides advanced intermediate level signing, transliteration, and interpretation services for Tiffin University students, clientele, faculty, and/or staff, using both American Sign Language (ASL) and signed English modalities. Additional duties include tutoring, resource development, follow-up support services, campus-wide disability education, and assisting the Director with ADA compliance issues.

MINIMUM REQUIREMENTS:

Qualified candidates must have an Associate of Arts degree, with at least 1 – 3 years' experience, closely related to the duties and responsibilities required. In addition, RID NIC Certification is preferred, but candidate needs to be willing to complete certification, as Ohio law progresses, with Interpreter Qualifications.

QUALIFIED APPLICANTS

APPLICATION INFORMATION: (Please No Phone Calls)

Please send cover letter, resume, names and phone numbers of three work references, and interpreter certifications/registrations in attention to:

Tuemployment@tiffin.edu

Attention: Dr. Sharon Perry-Fantini, Assistant Vice President for Equity, Access & Opportunity

PHYSICAL REQUIREMENTS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk and hear. The employee frequently is required to stand; walk; use hands to finger, handle or feel; and reach
with hands and arms and requires the ability to occasionally lift office products and supplies up to 20 pounds.

We are strongly committed to enhancing equity, inclusion, and diversity. These values are central to our values. Candidates who have worked with a diverse range of faculty, staff, and students and who can contribute to our mission of inclusivity are encouraged to identify their experiences and interests.

NONDISCRIMINATION POLICY: Tiffin University is committed to a policy of nondiscrimination and equal opportunity for employees, applicant for employment, students or applicant for admission, access to educational opportunities on the basis of race, religion, personal appearance, color, sex, pregnancy, political affiliation, social-economic class, place of business, residence, religion, creed, ethnicity, national origin (including ancestry), citizenship status, physical or mental disability, age, marital status, family responsibilities, sexual orientation, gender identity, gender expression, veteran or military status (including special disabled veteran, Vietnam-era veteran, or recently separated veteran), predisposing genetic characteristics, domestic violence victim status or any other protected category under applicable local, state or federal law, including protections for those opposing discrimination or participating in any resolution process on campus or within the Equal Employment Opportunity Commission or other human rights agencies. All complaints of sexual harassment/misconduct, domestic violence, dating violence, bullying, cyber-bullying, stalking, or discrimination should be reported to Dr. Perry-Fantini, Vice Provost Equity, Access, & Opportunity/Title IX Coordinator.