



Evidence-based tools and guidance
for delivering effective programs

PLANNING & MANAGEMENT
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SITE CLIMATE
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summerlearningtoolkit.org



SAMPLE: PITTSBURGH AMERICAN SIGN LANGUAGE INTERPRETER JOB DESCRIPTION

*For more information on the importance of job descriptions and tips for using them effectively,
review Summer Staff Job Description Guidance.*

Provided by Boston After School and Beyond and Pittsburgh Public Schools, the collection of position descriptions includes sample job postings, scopes of work, and formal job descriptions for a variety of central office and site-based managers, teachers and activity instructors, and other specialists. The format and content of position descriptions vary and include a range of information such as position duties and responsibilities, schedule, compensation, and required qualifications.

Job Number	
Created by	
Visibility Constraints	
*Job Status	
*Job Posting Type	Internal
Posting Date	05/07/2021
Closing Date	05/21/2021
Details	
*School/Department Office of Out-of-School Time	
*Job Title	2021 Summer B.O.O.S.T: ASL Interpreter
Users who should always see this posting: (Help)	<ul style="list-style-type: none"> • Melanie Claxton • Christine Cray • Tylor Hart
*Reason for Job	New Position
Salary:	<p>25 days of work during program Full day: 8:30 a.m. – 4:30 p.m. daily (with a 30 min lunch break) or Half day: 4.5 total hours daily *Full or half day will be dependent on enrollment & student need</p> <p>Monday-Thursday, June 22 – August 5 (no program July 5)</p> <p>Locations: Carmalt, Classical, Faison, King, Langley, Minadeo, Sci-Tech, South Hills, Brashear, CAPA, Carrick, Obama</p>
*Job Type	Other - Position - Non-Certified
Subject Area	<p>The PPS Summer B.O.O.S.T. program is a no-cost, summer learning program designed to support students with building positive relationships and creating opportunities for exploration that put youth on track for their future academic success in a thriving and fun environment. You can learn more about the Summer B.O.O.S.T. Program and read more about our plans at https://www.pghschools.org/summerboost.</p>
Position Summary	<p>Grades: K-11</p> <p>Educational Interpreter will interpret or transliterate ASL for all activities in the classroom and/or follow classroom schedules and interpret for student as indicated by the Individualized Educational Plans (IEP). Educational interpreter. Interpreter will attend all days/times that student requiring interpretation is in attendance.</p>
Qualifications	

	National RID certification (ED: K-12) preferred; Minimum Educational Interpreter Performance Assessment (EIPA) rating 3.5 or higher in the assigned setting.
*Residency Requirements	No Residency Requirement
Essential Job Functions	Essential job functions vary by position. Please review individual job descriptions at https://www.pghschools.org/summerboost .
# of Jobs	
Reports To	
Additional Job Information	
Content Area	
Internal Notes:	