



Canyon County Announcement

CONTRACT CERTIFIED COURT INTERPRETER

Canyon County, Nampa Annex

Letter of Interest: Interested individuals need to submit a letter of interest with resume and cover letter electronically or by mail to Benita Miller, Assistant Trial Court Administrator, 1115 Albany Street, Caldwell, Idaho 83605 or bmiller@canyonco.org by **April 26, 2013**.

Description: Canyon County is seeking individuals who, under the general direction of the Assistant Trial Court Administrator will interpret between English and Spanish in the sight, consecutive and simultaneous modes in court proceedings and other court-related events, either in person or via a telecommunication device; produce translations; collect information (e.g. specialized vocabulary) on cases to prepare for the communicative event. The principal function of a certified court interpreter is to facilitate in-court communication between District and Magistrate Court personnel and the general public by interpreting court proceedings for the non-English speaking public plus translates legal documents generated by the court. The principal duties of court interpreting are performed in a courtroom environment.

Summary: Under general supervision provide interpretation and translation services to ensure the fair and impartial administration of justice and due process of the law to those populations who cannot adequately communicate in English.

Minimum Education and/or Experience: High school diploma or GED equivalency is required and bachelors degree in a designated foreign (non-English) language is preferred; and Four (4) years experience as a translator/interpreter with the designated language (Spanish) is **required**; or any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work; Must successfully complete a background investigation through the National Crime Information Center (NCIC).

Special Qualifications: Idaho court interpreter certification, federal court certification or certification by another consortium member state, **required** to apply; Idaho drivers license.

***** This is a contract for a maximum of 10 hours weekly unless otherwise approved by the court. This is for court proceedings at the Nampa Courthouse Annex, Magistrate Court, 120 9th Avenue South, Nampa, Idaho.**