



Creating New Worlds for Children and Adults with Deafness, Hearing and Vision Loss

Job Description

Job Title:	ASL Interpreter
Location:	Various program locations, including the Holley Family Village in Brooklyn, MI, and the Detroit area
Duration:	Part-time, year-round (as needed)
Pay Range:	\$40-\$45 per hour (depending on work and certification)
Job Summary:	We are seeking qualified and professional ASL Interpreters to facilitate communication between Deaf and hearing individuals in various program settings throughout the year. The ideal candidate will be highly skilled in ASL and adhere to a strict code of professional conduct.
Key Responsibilities:	<ul style="list-style-type: none">Interpret from spoken English to American Sign Language (ASL) and from ASL to spoken English with a high degree of accuracy and fluency.Adhere to the Registry of Interpreters for the Deaf (RID) Code of Professional Conduct.Maintain confidentiality of all interpreting assignments.Experience working with children preferred.
Qualifications:	<ul style="list-style-type: none">Must meet the requirements outlined in the Qualified Interpreter – General Rules.Extensive knowledge of Deaf culture and community
Apply:	If interested, please send your resume to theholleyinstitute@gmail.com with the subject line ASL Interpreter.

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last _____ First _____ M.I. _____

Address: _____
Street Address _____ Apartment/Unit # _____

City _____ State _____ ZIP Code _____

Phone: _____ Email: _____

Date Available: _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Certificate/ Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____ Email: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____ Email: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____ Email: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Email: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Email: _____

Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Email: _____

Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____