

Joe Lombardo  
Governor

Richard Whitley, MS  
Director



## DEPARTMENT OF HEALTH AND HUMAN SERVICES

AGING AND DISABILITY SERVICES DIVISION  
*Helping people. It's who we are and what we do.*



Dena Schmidt  
Administrator

### AGING AND DISABILITY SERVICES DIVISION

## SIGN LANGUAGE INTERPRETER AND MENTOR

ANNUAL SALARY: \$105,219

The Aging and Disability Services Division (ADSD) is seeking qualified applicants for the position of Sign Language Interpreter and Mentor with the Office of Planning Advocacy and Community Service (PAC). This position will join the Communication Access Services (CAS) team within the Aging and Disability Services Division (ADSD).

The Aging and Disability Services Division provides an atmosphere of innovative thinking, teamwork, friendly co-workers, a positive working environment and is committed to fostering an environment of both inclusiveness and diversity within our workforce. The mission of the ADSD is to provide leadership and advocacy in the planning, development and delivery of a high quality, comprehensive support service system across the lifespan to allow all of Nevada's elders, children and adults with disabilities or special health care needs, to live independent, meaningful, and dignified lives to the greatest extent possible. The responsibility of ADSD is to ensure the provision of effective support and services to meet the needs of individuals and families.

**The primary responsibility of this position is to mentor interpreters following the CAS mentorship curriculum which is foundationally based on principles of self-assessment.** Under the direction of the CAS Social Services Program Specialist III, this position will also provide professional development opportunities for interpreters including, but not limited to workshops, professional development for school districts and study groups for interpreter credentialing. This position will also provide direct interpreting services for various State agencies which may include televised events. This position will be expected to perform consultation on interpreting, including the best practices in employment and hiring, roles and responsibilities, and the State law on interpreter qualification requirements and scopes of practice. CAS Interpreter and Mentors adhere to professional standards, best practices, and follow the National Association of the Deaf (NAD) and the Registry of Interpreters for the Deaf (RID) Code of Professional Conduct. **Deaf and hearing interpreters are encouraged to apply.**

The Communication Access Services program includes Relay Nevada, Communication Access Service Centers, Nevada Interpreter/Communication Access Realtime Translation (CART) Registry, interpreter mentoring and interpreting services.

#### REQUIRED QUALIFICATIONS:

- Bachelor's degree in any field of study.
- Experience providing mentoring and/or professional development in a work or volunteer capacity.
- Current and valid certification from a recognized certifying body such as, Registry of Interpreters for the Deaf, Utah Interpreter Program, Board of Evaluation of Interpreters, etc., in good standing.
- Registration with the Nevada Interpreter/CART Registry (or become registered upon acceptance of the position).
- Experience providing interpreting services in Government settings
- Working knowledge of Microsoft Office Suite (i.e., Outlook, Word, Excel, PowerPoint).

**PREFERRED EXPERIENCE:**

- Master's degree in ASL Interpreting or related field.
- Experience providing mentoring in a formal mentorship program.
- Educational Interpreter Performance Assessment (EIPA) 4.0+ and a passing score on the EIPA Written Knowledge Test.

**SPECIAL NOTES AND REQUIREMENTS:** Moderate statewide travel is required. Travel for mentoring meetings, presentations, workshops, interpreting and attending conferences to maintain knowledge and skills in the interpreting field is required.

**SALARY AND BENEFITS:** As a full-time position, compensation is approximately \$105,219 annually. Excellent benefits package including health, dental and vision insurance, Public Employees' Retirement System (PERS) Plan, paid vacation, 11 paid holidays, and no state, county, city, or social security tax. Other employee benefits such as life and disability insurance, and deferred compensation plans are available. **A stipend for moving expenses may be available for out-of-state candidates**

**POSITION LOCATION:** Reno and Las Vegas, Nevada.

**To Apply:**

Interested applicants must submit:

- Resume or Curriculum Vitae,
- 2 letters of interest, and
- 3 professional references to:

Mayra Chavarria  
ADSD Human Resources Tech. II  
7150 Pollock Drive  
Las Vegas, NV 89119  
[mayra@adsd.nv.gov](mailto:mayra@adsd.nv.gov)

In the Subject line, please reference **Sign Language Interpreter and Mentor**

Resumes will be accepted until recruitment needs are satisfied. Qualified applicants will participate in a panel interview and submit sample interpretation videos provided by the panel.

ADSD is committed to Equal Employment Opportunity/Affirmative Action in recruitment of its employees and does not discriminate on the basis of race, color, national origin, religion or belief, age, disability, sex, sexual orientation, gender identity or expression, pregnancy, domestic partnership, genetic information (GINA), or compensation and/or wages.

***The Aging and Disability Services Division is committed to fostering an environment of both inclusiveness and diversity within our workforce. We are dedicated to assisting all of Nevada's elders, children and adults with disabilities or special health care needs, to live independent, meaningful, and dignified lives to the greatest extent possible!***