



Partners Interpreting (PI) is an interpreter/CODA owned and operated Sign Language company headquartered in Massachusetts. We coordinate Sign Language interpreters and captioning services for various businesses and organizations across New England, Eastern Tennessee and nationwide.

The Staff Interpreter positions offer the right candidates an exciting opportunity within a local small business, to work closely with the owners, work independently as well as collaboratively with colleagues in the field, and experience a diverse population of consumers, clients and providers.

PI is hiring multiple benefited positions now for work across Eastern Tennessee. Get more information at www.partnersinterpreting.com/careers. Look forward to hearing from you!

Description/Responsibilities:

- Interpreting Duties:
 - Provide ASL/English Interpretation for both Deaf and hearing PI clients and consumers
 - Work in both Deaf/hearing teams as well as team w/VRI
 - Travel to/from PI assignments within the Knoxville, TN regions; (does not require daily reporting to our office). Depending on the schedule and available staff will impact the regions covered. Always with efforts to keep each staff in a primary region to reduce travel time.
 - Collaborate and communicate with schedule coordinators to assist in covering both pre-scheduled and emergency requests across multiple environments including, medical, mental health, education, platform interpreting and more.
- Non-Interpreting 'Office' Duties as needed and determined by PI management
 - Participation in company events (e.g. PI sponsor or recruit event)
 - Assist in advising PI management related to community related priorities or initiatives

Experience/Knowledge/Attributes:

- Minimum 3 years interpreting experience
- Strong understanding of CPC and professional ethics
- Strong organizational and communication skills.
- Excellent soft skills and professional attitude
- Positive, team oriented and flexible

Education:

- State screened or National Certified (RID) preferred, not required.
- Minimum Bachelor's degree in interpreting or relevant education preferred, not required.

Summary

Staff interpreters work M-F within 'business hours' time (8am-5pm) to be available for assignments. Staff are not required to report to our office prior or after assignments and are scheduled within their primary region with considerations to skill set, experience, job type, consumer preferences and more. Our staff work collaboratively with our schedule coordinators for an effective and efficient schedule. Salary is determined by number of days, experience, training, skill set and credentials.

Schedule:

- Part time (3 or 4 days) or full-time position (5 days), both with additional work/hours available



Compensation

- This is a benefits eligible position
 - Base Salary range (3/4/5 days): \$27,456-\$56,160
- **does not* include daily travel time compensation or expense reimbursements, which are added to the base salary
- Hourly rate differentials(night/weekend)
- Travel Time pay
- Parking reimbursement
- Mileage (based on client account)
- Priority scheduling for 'non-staff' days' work

Additional Compensation

- Paid Time Off (PTO)/ Sick Time
- Paid Holidays
- Annual Professional Development Reimbursement
- Competitive hourly rates (work done outside staff time)
- Seniority annual bonus

Advantages (the *"business you"*)

- Medical: Health Insurance (single & family plans available)
- Dental: Dental Insurance (single & family plans available)
- Annual Health/Dental Insurance waiver
- Vision Insurance
- Verizon cell phone plan discount
- 401 K

Advantages (the *"professional you"*)

Join a team that is committed and dedicated to the interpreting profession, the Deaf ecosystem. Our entire team (office and staff) are actively engaged with the local Deaf/Interpreter communities through events, donations/sponsorships, workshops, and more.

Please send resume and letter of intent attention to HR@partnersinterpreting.com. Our team is growing, and we'd love for you to be a part of it! Contact us today for more information.

