



FLORIDA STATE COURTS, NINETEENTH JUDICIAL
CIRCUIT, ADMINISTRATIVE OFFICE OF THE COURTS
invites applications for the position of:

Court Interpreter (Spanish) St Lucie, Martin, Indian River & Okeechobee Counties

An Equal Opportunity Employer

SALARY: \$54,999.96 Annually

*Benefits Package Available

\$49,500 Annually (10% below) having at least passed the written exam from the Florida State Court System's Court Interpreter Certification and Regulation Program (CICRP) of the Office of the State Courts Administrator (OSCA).

This position reports to work in St Lucie, Indian River, Martin, and Okeechobee Counties so candidates must be able and willing to travel to multiple counties and locations on a regular basis.

OPENING DATE: 09/01/21

CLOSING DATE: Open Until Filled

GENERAL DESCRIPTION

The essential function of the position within the organization is to interpret legal proceedings for non-English speaking and/or hearing impaired persons to ensure due process. The position is responsible for interpreting the spoken or written word from a source language to a target language and translating court evidence to a target language. The position works under direct supervision according to set procedures. Under supervision, court interpreters perform a wide variety of language interpretation activities on an assigned and as-needed basis for the 19th Judicial Circuit Courts. Incumbents perform duties as an interpreter for courtroom and other legal proceedings, which may include, but are not limited to, arraignments, preliminary hearings, pre-trial conferences, and court trials.

Primary responsibilities include: (1) Interpreting the spoken and written word from and into English and Spanish languages; (2) Translation and Documentation; (3) Research and Development; (4) Performs other duties as assigned.

MINIMUM REQUIREMENTS

- Bachelor's Degree from an accredited four-year college or university in either English, Spanish, or any subject closely related to the field of law is preferred.

- Two years of court/legal related experience may substitute for the recommended educational level or any equivalent combination of education and experience.
- Fluency in both English and Spanish is required. Must read and write both Spanish and English language with proficiency.

LICENSES, CERTIFICATIONS, AND REGISTRATIONS REQUIRED

- Interpreters are required to be familiar with the Florida Rules for Certification and Regulation of Spoken Language Interpreters and must adhere to the Code of Professional Conduct.
- Applicants who are Registered and/or hold the Provisionally Approved designation as defined in Florida Rule of Certification and Regulation of Spoken Language Court Interpreters 14.215 will be considered; however, if selected for the position, the Interpreter must become certified within one year of being employed in a court interpreter position pursuant to Rule 14.205(c).
- To obtain certification, the interpreter must attend a Florida State Court System court interpreter orientation workshop and obtain certification within one year of being employed as a Court Interpreter. Passing of the Federal Certification oral exam can substitute for passing of Consortium exam.
- Preference will be given to applicants who already possess a valid Certified Court Interpreter designation issued by the Florida State Courts System, Office of the State Courts Administrator, as defined in Rule 14.205.

How to Apply

To apply, applicants should e-mail application and resume to: denskip@circuit19.org
State of Florida Application can be located here: [State of Florida Application](#).

Court Interpreters - Nineteenth Judicial Circuit

denskip@circuit19.org

Attention: Patty Denski

An application must be submitted for the position listing the appropriate class title and position number for which you are applying.

The successful applicant will be subject to a criminal, employment and educational background check.

We are an equal opportunity employer. We do not discriminate on the basis of race, religion, color, sex, age, national origin, genetic information or disability.

If you need an accommodation to participate in the application/selection process, please call Court Administration: (772) 807-4370 prior to the application deadline.

Court Interpreter Certification and Regulation Program

Steps to Court Interpreter Certification

