



JOB ANNOUNCEMENT

SUPPORT SERVICES ASSISTANT (SIGN LANGUAGE INTERPRETER) PERMANENT- INTERMITTENT POSITION SAN DIEGO

The Coastal Commission is looking for a sign language interpreter for a hearing-impaired Coastal Planner to interpret for all on-the-job needs in the Coastal Commission's San Diego office located on Metropolitan Drive in Mission Valley. The Coastal Commission regulates and plans for development within offshore waters and on land along the California coast. Coastal Planners review development plans for consistency with the California Coastal Act. Employees at the Coastal Commission enjoy working on a wide variety of issues, with a mission to plan for and manage coastal land uses while protecting important resource values, including environmentally sensitive habitats, scenic areas, productive agricultural lands and public access along the California coast.

SALARY: A - \$16.54 - \$20.11/hour*
B - \$17.26 - \$20.98/hour*
C - \$18.88 - \$22.95/hour*

**For recruitment purposes we are authorized to offer the maximum salary for each range.*

SALARY RANGE QUALIFICATIONS:

- A - Applies to incumbents who do not meet the criteria for payment in Range B or C.
- B - Possession of an Expressive Interpreting Certification, or an Expressive Translation Certification, or Reserve Skills Certification issued by the Registry of the Interpreters for the Deaf, or equivalent.
- C - Possession of either a Comprehensive Skills Certification or a Legal Specialist Certification issued by the Registry of Interpreters for the Deaf, or equivalent.

WORK HOURS: Up to approximately 16-20 hours per week (generally with every other Friday off).

JOB DUTIES: Under direct supervision, interprets (using sign language) for Coastal Planner at staff meetings, meetings with clients, interprets phone calls and other support assignments, includes transcription of meeting notes. Job duties also include travel to day-long Coastal Commission meetings in the Los Angeles/Orange County areas approximately two to four times a year. Occasional travel may be necessary for meetings in San Francisco, workshops and coastal tours.

DESIRABLE TRAITS: Flexibility, dependability, ability to maintain confidentiality, and neatness and tactfulness for professional office setting. The Coastal Commission is a high profile public agency interacting with a large clientele – professional work attire is desirable.

OTHER: Testing for civil service appointment may be required. If you are not currently on a state eligibility list for Support Services Assistant (Interpreter), but meet the minimum qualifications for the classification, you may be appointed on a temporary basis (*for a maximum of 9 months*) until such a time when you may take the examination. An appointment as a permanent intermittent employee is dependent on your obtaining a reachable score in the Support Services Assistant (Interpreter) examination.

To be eligible for a temporary appointment and to take the Support Services Assistant (Interpreter) examination, applicants must possess experience in facilitating communication between hearing impaired and hearing persons using American Sign Language and spoken language equivalent to six months of interpreting services. Applicants must also possess at least one valid certificate issued by the Registry of Interpreters for the Deaf.

Health benefits may be earned, in addition to sick leave and vacation credits, when the necessary number of hours has been worked during a six-month period of time after a permanent intermittent appointment has been made.

CONTACT: Lee McEachern at (619) 767-2370

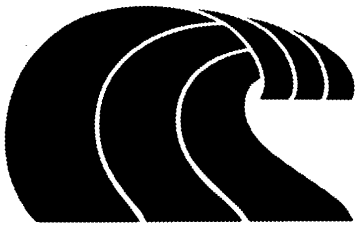
For questions regarding the position, please contact Lee McEachern.

Applications must be sent to:

California Coastal Commission
Human Resources Office
45 Fremont Street, Suite 1930
San Francisco, CA 94105-2219

We will begin interviews as soon as we receive qualified applicants. No relocation expenses are provided.

For more information about the Coastal Commission and what we do and to obtain a state application (Form 678), visit our Internet website at: www.coastal.ca.gov



California Coastal Commission

Human Resources Office
45 Fremont Street, Suite 1930
San Francisco, CA 94105-2219
(415) 904-5430 or Toll Free (866) 831-2540
HumanResources@coastal.ca.gov

Equal employment opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation. It is an objective of the State of California to achieve a drug-free state work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service and the special trust placed in public servants.

TDD for the Hearing Impaired (415) 597-5885