



Interpretation Instructors

The University of Arizona National Center for Interpretation engages independent instructional consultants who teach a variety of interpretation and translation training workshops and courses. Instructors must provide a dynamic, educational delivery of course content grounded in real world interpretation/translation experience. Qualified instructors:

- Execute instructional plan using NCI materials and develop their own curricular additions.
- Engage workshop and/or course students in current professional topics related to interpretation.
- Demonstrate interpretation/translation techniques, lead student peer critique of work, evaluate student work (give individual feedback to students), and submit record of student evaluations to NCI.
- Provide summary report of program recommendations within two weeks after training.
- Provide feedback on curriculum as well as submit digital copies of additional curriculum materials used.
- Return equipment and materials as applicable.

Minimum Requirements for Instructional Candidates:

- Recent experience working in the field of interpretation.
- B.A. or B.S. or equivalent in a related field
- Proof of advanced fluency in foreign language and English.
- State or Federal (national) Certification as interpreter (submit copy of certification records).
- Outstanding instructional performance in any prior NCI trainings and/or completion of NCI Instructional Internship.
- Record of work experience in content field (such as legal or medical arenas).
- Ability to arrange own travel to instructional site and invoice for services and expenses.
- Have legal authorization to work in the United States.

Preferred Requirements:

- M.A. or M.S. in translation and interpretation, linguistics, foreign language or related field or equivalent experience.
- Federal (national) Certification as interpreter (submit copy of certification records).
- Prior successful experience teaching adults.
- Experience working with interpreting technologies.
- Proof of liability insurance to work as consultant.

Evaluation:

Detailed program and course evaluations will be conducted at the end of the institute, course, or workshop. First-time NCI instructors will be observed. Future assignments depend upon enrollment needs and performance.

Compensation: DOE.

Proposal process:

Initial proposals can be reviewed by sending a cover letter and current CV to ncitrp@email.arizona.edu. Individuals successfully meeting qualifications and language and program needs will be asked to submit additional documentation in order to advance. Interviews and background checks will be conducted as needed. Successful finalists must be University of Arizona employee or meet eligibility requirements to work as an individual contractor in the U.S.