

Cross-Cultural Communications



# Training Calendar

# 2016

Spring | Summer



# Spring and Summer 2016 Trainings

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**Dates:** April 8, 9, 15, 16 and 23, 2016 (Two Fridays and three Saturdays)

**Time:** 8:30 a.m. – 5:30 p.m.

**Location:** Ecker Business Center of Howard Community College, 6751 Columbia Gateway Drive, Columbia, MD 21046

**Deadline for registration and payment:** March 25, 2016

**Note:** To receive your certificate, you need to attend at least 36 out of the 40 hours OR make up your missing hours at another session. **(There is no charge for make-ups.)**

**Audience:** Bilingual staff and contract interpreters in healthcare, education, social services and community services e.g., hospitals and health departments, K-12 schools, family planning, domestic violence, housing, senior centers, law enforcement, etc.

**Cost:** \$650 (includes five days of training with highly qualified trainers, 453 page textbook, 229 page workbook, 90-minute written test, breakfast, snacks and certificate) **and a separate \$70 fee for language proficiency testing.** (Some candidates may require two tests; in rare cases, for less common languages, the fee may be higher.)

**Please call 410.312.5599 for details.**

The program will be delivered by several highly qualified trainers, including CCC Director, Marjory Bancroft, MA.

This program is approved by the American Translators Association for 10 ATA CEUs and by the Maryland Court Interpreter Program for 40 CE credits.

## The Community Interpreter®

***The only national program for community interpreting presented by licensed trainers across the U.S.***

If you want to become a community interpreter, come and attend the most respected program for community interpreting in the U.S. Whether you are a bilingual employee, a contract interpreter or someone starting out, you need a training certificate to interpret. A 40-hour training certificate is now the minimum requirement in the field.

Training is vital for interpreters. Without it, you can make errors that lead to mistakes, misunderstandings, lost benefits or poor outcomes. Untrained interpreters may even put lives in danger.

**The Community Interpreter®** is the first and only national 40-hour certificate program for community interpreting in the U.S. This course covers ethics and conduct, basic skills (from pre-session to post-session), positioning, terminology, modes of interpreting, steps for sight translation, intervention strategies, cultural mediation, and other vital skills and protocols.

Role plays, activities and group exercises give you hands-on experience. Video segments offer demonstrations, and the program comes with the most comprehensive training manual in the field. The program concludes with a two-hour written assessment on the last day of training. It offers three levels of certificates for successful candidates:

Level 1: Qualified Interpreter

Level 2: Professionally Trained Interpreter

Level 3: Hospitality Interpreter

Your certificate for **The Community Interpreter®** is recognized across the U.S.

# The Community Interpreter® Training of Trainers

Do you train interpreters? Are you looking for a program of high quality that is nationally recognized? If you want to offer your trainees an interactive, up-to-date 40-hour certificate program based on the highest standards in the field, **The Community Interpreter®** will meet your needs. Here are the reasons.

- **The Community Interpreter® (TCI)** is the first and only national 40-hour license certificate program for community interpreting in the U.S.
- It is the most up-to-the-minute program in the U.S., with a new edition every 2-3 years.
- It is considered the “industry standard” program for community interpreting.
- Since 2004, CCC has licensed trainers across the U.S. and in other countries.
- “TCI” is also the most comprehensive, entry-level program available.
- It comes with the most respected textbook in the field of community interpreting, used in an increasing number of two- and four-year colleges across the U.S.
- A growing number of bookstores also carry the textbook.
- TCI comes with a companion workbook (currently 229pp) of role plays, exercises and activities.
- The training is fun to teach.
- The program has no licensing fees.

You, too, can be licensed to deliver this dynamic program. **The Community Interpreter®** emphasizes skills building through role plays and small group work. It incorporates video vignettes, discussion and case studies and a wide variety of creative activities that engage your audience. The program is for interpreters in health care, education and/or community services. You can adapt each session to your target audience, e.g. medical interpreters, and we guide you on how to do so.

Since 2004, Cross-Cultural Communications (CCC) has delivered this (TOT) program from Florida to Arizona. It comes in two formats: a six-day format for those who have attended another 40-hour program but have NOT attended **The Community Interpreter®**, and a four-day format for prior graduates of **The Community Interpreter®**.

The longer format begins with a special two-day compressed session of **The Community Interpreter®** on July 11 and 12, followed by the regular four-day TOT on July 13, 14, 15 and 16. Any graduate of **The Community Interpreter®** may attend the July 13-16 portion of the TOT without attending the two-day introductory session. All successful graduates of either the four- or six-day program will be eligible to be licensed to give sessions of **The Community Interpreter®**.



**Dates:** July 11-16, 2016 (Monday - Saturday)

**Time:** 8:30 a.m. – 4:30 p.m.

**Location:** Ecker Business Center of Howard  
Community College 6751 Columbia Gateway Drive  
Columbia, MD 21046

**Deadline for registration and payment:** Monday,  
June 27, 2016

**Audience:** Interpreter trainers. Adult education  
experience is strongly preferred.

**Eligibility:** The six-day format is open to interpreter  
trainers and/or graduates of other interpreting  
programs. The four-day program is open only to prior  
graduates of the five-day program. Applicants should  
have a college degree, interpreting experience, past  
experience in adult education and proof of language  
proficiency.

If you do not meet one of these requirements, please  
contact us with questions. For details about eligibility  
requirements or to request a waiver of a requirement,  
please call 410.312.5599.

**Cost:** For the full six-day program, (including a  
special two-day compressed version of The Community  
Interpreter): \$2,400. For the four-day TOT only program  
(July 13-16) for prior graduates of The Community  
Interpreter: \$1,700 There are no additional licensing  
fees.

Tuition for either the six-day or four-day program  
includes the following: one copy of the instructor's  
guide, participant textbook, an exercise workbook,  
breakfast, snacks and certificate. You will also receive a  
one-day medical terminology curriculum consisting of a  
handbook and a pdf trainer's guide for that program.

**Please email [ccc2@cultureandlanguage.net](mailto:ccc2@cultureandlanguage.net) or  
call 410.312.5599 for details.**

The program will be delivered by several highly qualified  
trainers, including CCC Director, Marjory Bancroft, MA.

This program is approved by the American Translators  
Association for 10 ATA CEPs.





**Date:** Friday, May 6, 2016

**Time:** 8:30 a.m. – 5:00 p.m.

**Location:** Ecker Business Center of Howard Community College 6751 Columbia Gateway Drive Columbia, MD 21046

**Deadline for registration and payment:** Friday, April 22, 2016

**Audience:** Healthcare interpreters; bilingual staff in healthcare; and interpreters preparing for medical interpreter certification (NBCMI or CCHI).

**Cost:** \$195 (includes 134-page published handbook, other instructional materials breakfast, snacks and certificate)

Please email [ccc2@cultureandlanguage.net](mailto:ccc2@cultureandlanguage.net) or call 410.312.5599 for details.

The program will be delivered by two highly qualified trainers: CCC Director, Marjory Bancroft, MA and Hank Dallman, MA.

This program is approved by the American Translators Association for 7 ATA CEUs, by IMIA for 0.75 IMIA CEUs and by the Maryland Court Interpreters Program for 7 CE credits.

## Medical Terminology for Interpreters

Interpreters wanna have fun! And medical terminology can be entertaining.

Yes, that is correct: if you are an interpreter who needs to brush up on your medical terminology, either to interpret right away or because you want to get certified, this workshop is for you. The one-day workshop has been offered by CCC since 2006. It is a lively, intense and stimulating session packed with interactive activities based on the terminology used by real-life staff interpreters. So it is practical and informative, but never dry. The day flies by in no time!

The workshop begins with an introduction to Greek and Latin roots and affixes. Sound boring? This section always gets excellent reviews! Then the workshop moves into medical specialties, six body systems (with some anatomy and physiology), diseases and disorders, symptoms, medical abbreviations and more. The workshop includes a 134-page handbook (3rd edition, 2010) with a Spanish glossary for the terms and activities. However, no matter what language you interpret, the workshop is beneficial. Both the workshop and handbook are designed for interpreters of any language who wish to interpret in medical settings or who want to prepare for medical interpreter certification.



## Note-taking for Interpreters

### A Foundation Workshop for Interpreters

This one-day workshop offers a fast-paced dynamic practice in a vital skill: note-taking for interpreters. Developed by a leading national expert, the program adapts Rozan's method for conference interpreter note-taking to meet the needs of medical, community and general interpreters. Katharine Allen's unique approach is easy, fun and *effective*.

Most interpreters have not yet acquired the skills to take efficient notes. This workshop fills that gap. In just one day, watch your skills improve. After a demonstration, then an introduction to a simplified version of the seven-step Rozan method, you will take a baseline self-assessment. Then you'll proceed to develop skills in taking vertical notes through practice in abbreviation, links, symbols development and much more. The workshop includes a recommended note-taking pad and handouts. The skills you acquire in just one day will last a lifetime!

Katharine Allen provides language access consulting services to hospital and clinics in California and is the owner of Sierra Sky Interpreting and Translations. A master trainer, she remains an active interpreter and translator for state and local governments, courts and language service providers.

**Date:** Friday, May 20, 2016

**Time:** 8:30 a.m. - 4:30 p.m.

**Location:** Ecker Business Center of Howard Community College  
6751 Columbia Gateway Drive  
Columbia, MD 21046

**Deadline for registration and payment:**  
May 6, 2016

**Audience:** Bilingual staff and contract interpreters in healthcare, education, social services and community services. Prior interpreting experience and interpreter training required.

**Cost: \$195** (includes registration, training exercises and certificate)

Please email [ccc2@cultureandlanguage.net](mailto:ccc2@cultureandlanguage.net) or call 410.312.5599 for details.

This program is approved by the American Translators Association for 7 ATA CEPs, by CCHI for 7 CE hours and by the Maryland Court Interpreters Program for 7 CE credits.



# Introduction to Simultaneous Interpreting

## *A Two-Day Workshop for Community Interpreters*

Simultaneous interpreting is a skill that many community interpreters increasingly need, especially in educational and faith-based settings. However, this specialized training does not currently exist outside of costly university degree programs.

Join us for an innovative, cutting-edge program that fills this gap in interpreter training – a simultaneous interpreting workshop specifically designed for community interpreting.

Interpreters will practice using materials based on real-life settings such as:

- Back-to-school nights at public schools
- Religious services
- Multi-person medical appointments (when more than one person starts speaking at the same time)
- Local government public forums

This two-day workshop offered by CCC is delivered by **James W. Plunkett**, a nationally recognized federal court-certified interpreter from Lima, Peru.

Interpreters will learn how to use simultaneous interpreting equipment, prepare glossaries and evaluate their own performance. They will also receive feedback from the instructor and their fellow participants.

Please note that participants are required to bring their own headphones/earbuds and a voice recording device with enough memory capacity to record up to one hour. Voice recording devices may be: DVRs, mp3 recorders, smartphones or tablets.

*If you do not have a voice recorder, we can recommend an affordable, easy-to-use device for you to purchase.*

**Dates:** June 10-11, 2016 (Friday and Saturday)

**Time:** 8:30 a.m. – 4:30 p.m.

**Location:** Ecker Business Center of  
Howard Community College  
6751 Columbia Gateway Drive  
Columbia, MD 21046

**Deadline for registration and payment:** May 27, 2016

**Audience:** Bilingual staff and contract interpreters in healthcare, education, social services and community services. Prior interpreting experience and interpreter training required.

**Cost:** \$375 (includes all instructional materials, breakfast, snacks and certificate)

Please email [ccc2@cultureandlanguage.net](mailto:ccc2@cultureandlanguage.net)  
or call 410.312.5599 for details.

*This program is approved by the American Translators Association for 10 ATA CEUs, by CCHI for 6 CE hours, by IMIA for 1.4 IMIA CEUs and by the Maryland Court Interpreters Program for 14 CE credits.*