Position: Interpreter

Supervisor: Interpreting Coordinator

Type: Contract

Location: Akron, Ohio

Organization:

The International Institute of Akron is a 501(c)(3) nonprofit organization in Akron, Ohio, for over 100 years. The heart of our work has always been to foster a sense of home for immigrants in our community. Our mission is to enrich the vitality of our local community by helping immigrants achieve an empowered life with dignity, connection, and belonging. We accomplish this by providing refugee resettlement case management, social services, employment services, education, language access, and immigration legal services to refugees and immigrants. Our because ALL people are treated with dignity and respect.

Job Description:

The International Institute of Akron (IIA) is looking for new interpreters to serve refugees and immigrants requiring language assistance as a contractor. We need trained Spanish Dari, Farsi, Pashto, Kinyarwanda, Nepali, and Swahili interpreters to serve in the local Akron and Summit County area in order to bridge language barriers in the community.

Responsibilities:

- Interpret for the limited English Proficient patient if they need language assistance in the local hospitals, clinics, companies, and agencies as well as internally in IIA
- Convert concepts in the source language to equivalent concepts in the target language
- Compile information, such as technical terms used in legal settings, into glossaries and terminology databases to be used in translations
- Speak, read, and write fluently in at least two languages, including English and one or more others
- Relay the style and tone of the original language
- Manage work schedules to meet deadlines.
- Render spoken messages accurately, quickly, and clearly
Professional Qualifications, Experience, and Attributes:

- Candidates must have interpreter training in the healthcare setting.
- They must be fluent in both their native language and English.
- Must have a high school diploma.
- Must have authorization to work in U.S.

How to Apply:

- Contact Bhim P. Dhungana (Interpreting Coordinator) to apply.
  - Email: bhim.dhungana@iiakron.org
  - Phone: 330-376-5106 Ext. 125
  - Direct Phone: 234-312-0145

The International Institute of Akron (IIA) is an equal-opportunity employer committed to diversity, equity, and inclusion. It is the policy of IIA to comply with all applicable federal, state, and local laws prohibiting employment discrimination. IIA is committed to providing an inclusive work environment free from discrimination and harassment. IIA does not discriminate on the basis of race, color, sex, marital status, sexual orientation, gender identity, veteran status, age, creed, religion, ancestry, national origin, or the presence of any sensory, mental or physical disability. We encourage applications from Black, Indigenous, people of color, immigrants, women, people with disabilities, members of the LGBTQx community, and other underrepresented groups.