

**Spanish Interpreter/Patient Educator**

Job Summary and Responsibilities

Interpreter assists in BHI tasks (front desk check-in/appointments, BH service visits, case management needs) as translator between Spanish-speaking consumers and clinicians. Additionally, interpreter helps transport uninsured, Spanish-speaking consumers to HCCH appointments as needed and as available. Interpreter assists clinicians and staff to engage in culturally informed care through discussing cultural norms, experiences, and expectations of the area’s Latino population. Additional responsibilities as qualified include patient health education and related documentation, representing HCCH at community events, outreach, networking with community leaders and other duties as determined by supervising and leadership staff.

Requirements/Qualifications/Skills/Experience

Native Spanish-speaking proficiency. At least 2 years’ experience interpreting between Spanish and English in a health care setting. Demonstrated ability to collaborate effectively in a team setting. Valid NC driver’s license and good driving record. Cultural understanding of the local Latino population. Bachelor’s degree and nursing background preferred.

Training Requirements:

Patient Centered Medical Home Orientation

CPR certification

HIPPA Compliance

OSHA

Overview of Motivational Interviewing and SBIRT model

New Employee Orientation

Annual training reviews

Trauma Informed Care

Supervisory Relationships

Reports to the BH lead.

Travel Requirements

Travels between program sites (Watauga , Burke, and Avery counties); assists uninsured, Spanish-speaking consumers with transportation for HCCH appointments as needed and as available

Work Hours

Full-time: 40 hours per week (split between sites)

\*HCCH provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, HCCH complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

HCCH conducts background checks on all final candidates.

**I have read and understand this job description and certify that I can perform all the essential functions of this job. I have received a copy of the job description.**

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Employee Signature Date

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Supervisor Date