



**SUPERIOR COURT OF CALIFORNIA
COUNTY OF MONO
Job Description – Court Interpreter, Part-Time**

Job Title:	Court Interpreter, Part-Time			
Reports To:	Court Executive Officer			
FLSA/Representation Status:	Non-Exempt/Represented (CFI Local 39000)			
Salary Range:		Step 1	Step 2	Step 3
	Full Day Hourly	\$45.34	\$46.68	\$48.10
	Half Day Hourly	\$50.28	\$51.78	\$53.35
Prepared Date:	09/01/2026			
Approved By:	Lester Perpall, C.E.O.			
Approved Date:	09/01/2026			
Job Description				
Summary: Court Interpreters certified by the State of California conduct interpretation primarily in a courtroom environment involving continuous contact with judges, staff, attorneys, litigants, community groups, and the public. Court Interpreters provide an essential public service, increasing access to limited English proficient court users. They perform a wide variety of language interpretation activities on an assigned and as needed basis for the court and for parties to proceedings, other court personnel, and the public and perform other job-related duties. Under the direction of court supervision, Court Interpreters provide verbal interpretations of questions, testimony, arguments and other courtroom proceedings for defendants, judges, counsel, jurors, witnesses and others; sight translation of written materials and legal documents in the courtroom. Essential Duties and Responsibilities: Include the following; other duties may be assigned: • Interprets from and into English and Spanish using simultaneous and consecutive modes at court proceedings and for other court-related departments at the direction of the court. • Makes sight translations for the benefit of the court of documents including, but not limited to, court petitions, reports, waivers, felony disposition statement forms, and other documents. • Interprets for judges, attorneys, court staff, and other court-related departments at the direction of the court.				

- Interpreters may use equipment such as headsets or visual/audio platforms to aide in interpretation sessions for hearing impaired court users or during remote proceedings.
- Bring to the court's attention any issues or items that may impede the interpreters' performance.
- Researches and understands legal terminology used in court and functions of the court.
- Receives daily calendar assignments from court personnel and accurately completes daily activity logs, or other documentation as required.

Employment Standards/Typical Qualifications

Ability to:

Requires the ability to concentrate and deliver interpreting services in a busy and fast-paced environment. Courtroom interpreting requires the ability to adjust to speakers with differing voices and accents at varying rates of speed. Ability to interact professionally and cooperatively with those contacted in the course of work, ability to use office equipment, including computer, telephone and copiers. Travel within the county is required.

Knowledge of:

Interpreter ethics and standards, as stipulated in California Rules of Court, Rule 984.4 Professional Conduct of Interpreters and correct usage of grammar.

Minimum Qualifications:

Certification: Possession of a valid certificate as a "Certified Court Interpreter" or be registered as a Court Interpreter issued by the Judicial Council of California on behalf of the State of California.

License: A valid California Class "C" driver's license or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

Environment

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit. The employee frequently is required to talk and hear. The employee is occasionally required to use hands to finger, handle, or feel and reach with hands and arms. Specific vision abilities required by this job include close vision, distance vision, ability to adjust focus and read from handheld paper, computer and presentation screens.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate, similar to a typical office setting.

ADDITIONAL RESOURCES:

Learn more about being a Court Interpreter at:

<http://www.courts.ca.gov/programs-interpreters.htm>