



VOLUNTEER POSITION DESCRIPTION

POSITION TITLE	Interpreter-Spanish
PROGRAM	Urgent Care Clinics Free Clinic of Southwest Washington 4100 Plomondon St., Vancouver WA 98661 360-313-1390 office 360-313-1391 fax www.freeclinics.org
SUPERVISOR / SUPPORTED BY	Frances Sandoval, Medical Office Coordinator 360-313-1379 Office frances@freeclinics.org Praneeti Parjan, Clinic Director 360.313-1395 Praneeti@freeclinics.org
SUMMARY:	Interpreters are needed during open clinic hours to assist our Spanish speaking patients, including interpreting at the front desk during patient check-in, patient triage, over the phone, and interpreting between nurses, providers and patients in exam rooms. This is a very important position. Without interpreters, patients with limited English might not get the appropriate care that they desperately need.
SCHEDULED CLINICS	Urgent Care Clinic Hrs: Mon/Wed/Fri 9:00am – 12:00pm Tues/Thurs 5:30pm – 9:30pm Vision Clinic Hours: Monday 5:30pm – 8:0 pm Immunization Clinic Hours: 1 st Three Wednesdays 5:00 pm – 7:30 pm Dental Clinic –Schedule Varies
TRAINING PROVIDED	Two shadow training observations of a experienced volunteer. Ongoing support is provided during each clinic by the Clinic Director or other designated staff.
QUALIFICATIONS (REQUIRED)	<ul style="list-style-type: none">▪ Fluent in Spanish and English.▪ Ability to maintain patient confidentiality.▪ Ability to engage patients with respect and compassion.▪ Conscientious about interpreting exactly what the patient says, feeling confident enough to ask for clarification from either the doctor or the patient.▪ An understanding of, and alertness to, cultural context and how it may influence spoken language.▪ Dependability and timeliness.▪ Minimum commitment of one shift a month for a year.▪ Professional manners.▪ Minimum 18 years old.▪ Medically related vocabulary and/or experience is preferred, but not required. We have a Spanish/English medical terminology dictionary to assist interpreters. We encourage volunteers to do some research about medical interpretation in clinical settings.

BENEFITS

Current volunteers describe a number of benefits:

- The satisfaction of helping your community when there are so many people who would otherwise not receive health care needs.
- Experience translating in a clinical setting.
- Working with patients who daily, in writing and vocally, express gratitude for the care you provide.