Vacancy Announcement

Position: Interpreter  
Location: Los Angeles, CA  
Deadline: Rolling  

The Federal Public Defender’s Office for the Central District of California is accepting applications for a full-time certified Spanish interpreter position stationed in Los Angeles, CA. The Federal Public Defender’s office is committed to the pursuit of justice by aggressively advocating in federal court for the constitutional rights and inherent dignity of individuals who are charged with federal crimes and cannot afford their own lawyer.  

Job Duties: Interpreters provide a full range of duties, including consecutive and simultaneous interpretation at all stages of criminal defense for clients, attorneys, and witnesses, as well as sight translation of documents ranging from simple letters to complex foreign legal court documents; preparation of translations and summaries of case related documents, including complex court documents, medical and psychological records, and reports; transcription and translation of video and audio recordings, and review and correct transcripts prepared by other interpreters; helps attorneys and investigators understand the cultural background of the client, based on the country of origin, as well as his/her level of comprehension with regard to the judicial process; and may require visits to locations where clients are detained, or locations where witnesses live and/or work.  

Requirements: All applicants must have graduated from an accredited school with a bachelor’s degree and a minimum of five years of interpreter experience. Extensive relevant experience may substitute a bachelor’s degree. Applicants must be certified by the Administrative Office of the United States Courts. A background investigation is required as a condition of employment. Applicants must be United States citizens or permanent residents seeking citizenship as described here: https://www.uscourts.gov/careers/search-judiciary-jobs/citizenship-requirements-employment-judiciary.  

Selection Criteria: Successful applicants must have excellent oral and written communication and interpersonal skills; must be able to develop a rapport with people of different backgrounds; have strong organizational and analytical skills; be able to work independently and take initiative; and work well in teams. Excellent interpreting skills are required, and candidates must be able to render the meaning from the source to the receptor language without adding to, omitting from, or altering the intended meaning of the message from the source speaker, while also maintaining the cultural nuances expected by the person receiving the message.
**Salary/Benefits:** This is a full-time, at-will position. Salary is commensurate with qualifications and experience and is subject to direct deposit. Benefits include health and life insurance, retirement, and a Thrift Savings Plan. For more information on benefits, see [http://www.uscourts.gov/careers/benefits](http://www.uscourts.gov/careers/benefits).

**How to Apply:** Apply by emailing a letter of interest, résumé, copy of Federal Interpreter Certificate, and three references in a single PDF document to Hilary Potashner, Federal Public Defender, at employment@fpdcdca.org with the subject line: SPANISH LANGUAGE INTERPRETER APPLICATION. We will accept applications on a rolling basis until all positions are filled. The Federal Public Defender’s Office may fill current and future positions from this vacancy announcement. Please, no phone calls.

*The Federal Public Defender’s Office for the Central District of California is an Equal Opportunity Employer. All applicants, regardless of race, ethnicity, national origin, gender identity, sexual orientation, religion, disability, or age, are encouraged to apply.*