

POSITION ANNOUNCEMENT
INTERPRETER
SALARY RANGE: \$85,236 - \$143,559
JUNE 2024

Federal Defenders of New York (FDNY) is seeking applicants for a Spanish language interpreter in our Manhattan and Brooklyn offices. FDNY is a federal public defender office that provides legal representation to indigent persons accused of federal crimes in the Southern and Eastern Districts of New York and in the U.S. Court of Appeals for the Second Circuit. We are not a government agency and our employees are not government employees. Our mission is straightforward: although we provide our services free of cost, our clients should receive the finest legal representation available at any price. We are vigorous in the defense of our clients, and we are seeking applicants with a similar level of dedication and passion for the work.

Duties include:

- Interpreting in simultaneous and consecutive modes and performing sight translations at all stages of a criminal defense case for clients, witnesses and attorneys.
- Translation of case-related documents, including legal documents, psychological, medical, and other forensic reports and records.
- Transcription of audio and video recordings.
- Review for accuracy of translations produced by other interpreters.
- Interpreting attorney-client interviews, witness interviews, and telephone or video conferences.
- Frequent (averaging 3-4 days per week) visits to clients who are detained in federal custody in New York and New Jersey.

Applicants must have good interpersonal skills to work well with a range of clients and staff. Applicants should also possess the knowledge, skills, and ability to remain impartial in all situations, interpreting accurately and completely, without regard to the content of the communication. Applicants should share a commitment to the mission of Federal Defenders of New York.

Requirements: (1) Qualification as Certified or Licensed Court Interpreters for Spanish/English proceedings by either the Administrative Office of the United States Courts or an official state judicial authority, or willingness to obtain such certification within two years. (2) Applicants should have at least three years of federal experience or five years of state experience.

Submit your resume and cover letter to [Airtable](#). Application deadline is July 8, 2024, but we will consider applications on a rolling basis so please submit as soon as possible. No calls or faxes please. The cover letter may be addressed to Tamara Giwa, Executive Director, Federal Defenders of New York, 52 Duane St., 10th floor, New York, NY 10007.

The salary is consistent with the federal pay scale and will depend on years of experience and level of certification. Excellent benefits. We strongly encourage people from underrepresented groups to apply. Federal Defenders is proud to be an equal opportunity employer and we are committed to creating a work environment that fosters inclusion and belonging for all employees.