

Responsibilities specific to the **Director, Court Interpreters**

By-laws Section

**Representing Court Interpreters within ATIO**

Receiving, listening to and responding to court interpreter member concerns, complaints and queries

Providing answers and information based on consultation, research and/or personal experience

Raising any issues of concern to court interpreters at Board meetings

Keeping abreast of court interpreter concerns and taking action on them when possible, in accordance with the overall mission and vision of the Association

**Developing the professional category**

Undertaking any special projects, such as surveying court interpreters on working conditions and trends in the industry

Establishing and chairing a committee of court interpreters to undertake specific projects

Raising awareness among stakeholders in the justice system and the community of the importance of using certified court interpreters

Encouraging current court interpreters to pursue certification

**Reporting**

Representing ATIO, as approved by the Board and/or as delegated by the President, including in:

- Conferences
- Stakeholder groups
- Social media

Reporting to the Board on the work and progress of the court interpreters' committee

Writing articles or reports for the InformATIO newsletter on issues of concern to court interpreters

**Representing ATIO**

Raising awareness among community stakeholders of the importance of using certified court interpreters

Preparing news releases for Board approval prior to release regarding issues of concern to court interpreters

Ensuring open lines of communication with court interpretation stakeholders including

- the Ministry of the Attorney General of Ontario,
- other stakeholders in the legal community

## ATIO BOARD MEMBER JOB DESCRIPTION

March 9, 2015

- associations representing court interpreters

Liaising between the Association and other bodies of court interpreters

Actions/liaising on behalf of the Association should be based on prior direction or approval from the Executive or the Board