

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

By-laws Section

**Representing Medical Interpreters within ATIO**

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

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

Raising any issues of concern for medical interpreters at Board meetings

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

**Developing the professional category**

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

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

Encouraging current medical interpreters to pursue certification

Contributing to the development of medical interpreter certification standards at the CTTIC level

**Reporting**

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

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

**Representing the Association**

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

- Conferences
- Stakeholder groups
- Social media

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

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

Liaising between the Association and other bodies of medical interpreters

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