



new mexico center
for language access



Training for NM bilingual
judiciary employees



Online Training!

Revised Curriculum



JUSTICE SYSTEM LANGUAGE ACCESS SPECIALIST

ABOUT THE COURSE

DESCRIPTION

This program is designed to train bilingual judiciary employees who work outside the courtroom and who are called on to provide language access services to limited and non-English speaking court customers. Attorneys, and experienced certified court interpreters and translators from a variety of backgrounds have designed this interdisciplinary curriculum.

This 12-week course is offered by the **New Mexico Center for Language Access (NMCLA)** in a self-directed online format, with topics covering online learning techniques, ethics and best practices for specialists, general and legal terminology in English and Spanish, methods of interpreting for the public, cultural competency, and components of the justice system.

OBJECTIVES

Participants will learn and practice the three modes of interpreting (consecutive, simultaneous, sight). The essential components of interpreting (public speaking, memory, vocabulary building, listening, translation, and note taking) will be taught using a variety of written materials and audio exercises. Participants will also learn about the code of ethics governing their conduct as Language Access Specialists. Participants will expand and refine their usage of legal and general terminology in English and their target language, develop their oral and written fluency in both languages, acquire greater cultural competency, and learn about the legal systems and agencies operating in their various jurisdictions.

ADVANTAGES

> CERTIFICATION

Participants who successfully complete the course will be certified as Language Access Specialists. This certificate is recognized by the New Mexico Judiciary. Language Access Specialists are not court interpreters and are not qualified to act as interpreters in the courtroom, unless otherwise stated in Supreme Court Rules.

> CERTIFICATE ISSUED BY UNM --LOS ALAMOS

Graduates can demonstrate their credentials as qualified language access providers, which leads to personal enrichment and potential career advancement opportunities.

> IMPROVED LANGUAGE ACCESS SERVICE

Upon certification, participants will be prepared to better assist the public and other court customers who are non-fluent in English to access court services outside the courtroom.

> FLEXIBILIY & ACCESSIBLE SCHEDULE

Participants can complete their weekly assignments at any time from work and/or home.

> LEGAL QUESTIONS ANSWERED

Trainees will have the opportunity to participate in an on-line forum with an AOC staff attorney who will address their concerns and specific questions of law and the LAS role.

2012 Sessions: January 30th – March 5th – April 9th

2012 Application Process

APPLICATION PROCESS

GENERAL

- Employees of the NM Judiciary may be eligible for full or partial scholarships.
- This training is limited to 15 participants per course.
- Participants must complete the application process with and be admitted by the NM Center for Language Access prior to applying for a scholarship, which requires the approval of your court CEO or Chief Clerk.

HOW TO APPLY

STEP 1

Go to the *Admissions* page on NMCLA's website:
<http://www.nmcenterforlanguageaccess.org/>

STEP 2

Follow NMCLA's 3-step application process:

Step I

Fill out the online application.

Step II

Upon completion of your application, send us:

- a 250-word essay in English describing your interest in the course you have selected, and
- 250-word essay in your other language describing your interest in the course you have selected.

Submit both essays together in 2 separate pdf documents.
paulacou@unm.edu

Step III

We will schedule an online oral interview. Instructions will be sent to you to complete the interview.

Upon review of ALL your credentials, NMLCA will inform you of the results.

STEP 3

Upon admission into the course, apply for your scholarship with the NM Administrative Office of the Courts.

APPLICATION DEADLINES

November 30th, 2011

Step I: online application and Step II: essays due to NMCLA.

December 23rd, 2011

Step III: Interview, and notification of acceptance.

January 13th, 2012

Scholarship applications due to AOC with reference letters. Also first, second, third choice of session.

January 23rd, 2012

Scholarship Awards made by the NM Administrative Office of the Courts.

January 30th, 2012

First 2012 session begins.

March 5th, 2012

Second 2012 session begins.

April 9th, 2012

Third 2012 (*and last*) session begins.

USEFUL TIPS!

- Read instructions carefully.
- There are two application processes involved: one for the course with NMCLA, one for the scholarship with the AOC. These are two separate processes.
- Do not wait until the last minute to apply. Scheduling your interview and reviewing your credentials takes time, and you may miss the deadline.
- Don't miss this unique opportunity of becoming one of the few certified Language Access Specialists in NM!

We truly value what you do and we look forward having you in class!

www.nmcenterforlanguageaccess.org