



Frequently Asked Questions for Applicants to the
“Breaking Silence: Interpreting for Victim Services”
Interpreter Training

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I. About *Breaking Silence: Interpreting for Victim Services*

1. What is the Breaking Silence training?

The Breaking Silence training was developed by Ayuda and Cross-Cultural Communications with funding from the DC Office of Victim Services and Justice Grants and with input from victim service providers in Washington, DC. The training has been delivered four times since 2014. For this iteration of the training, we are working to update the curriculum with the help of DeafHope and National Latin@ Network, a Project of Casa de Esperanza. This year's training is being funded by the Maryland Governor's Office of Crime Control and Prevention (GOCCP MD) under sub-award number VOCA-2018-0100, which was funded by Award No. 2018-V2-GX-0032 awarded by the Office for Victims of Crime, Office of Justice Programs, Department of Justice.

Ayuda is a Washington, DC nonprofit that envisions a community where all immigrants overcome obstacles in order to succeed and thrive in the United States. Ayuda realizes its vision by advocating for low-income immigrants through direct legal, social and language services; training; and outreach.

DeafHope is a culturally-responsive domestic and sexual violence service (DVSV) provider in Oakland, California. In addition to providing direct advocacy services, outreach, and education in Deaf communities to support safety and healing, they are one of the Office on Violence Against Women Technical Assistance Providers, creating space for Deaf DVSV services nationally for survivors. Through their work in this field over the past 15 years, DeafHope have interfaced with interpretation services in many capacities, as consumers, as advocates, as trainers, and as interpreters themselves.

The National Latin@ Network for Healthy Families and Communities, a project of Casa de Esperanza, is a national institute on domestic violence focusing on Latin@ communities. They produce practical publications and tools for the field, disseminate relevant, up-to-date information, and facilitate an online learning community that supports practitioners, policymakers, and researchers who are working to end domestic violence. They have produced language access toolkits for advocates and courts that are available on their website and have partnered extensively with other national partners to produce language access curricula and tools, and provide ongoing technical assistance.

Ayuda is dedicated to helping victims of crime. Ayuda recognizes that there are many limited-English proficient and Deaf/Hard of Hearing residents in Maryland who fall victim to sexual assault, domestic violence, human trafficking, hate crimes, the death of a loved one due to homicide, and many other crimes. These individuals may need a forensic medical exam, therapy, counseling, safety planning, relocation assistance, and other vital services. A language barrier should not prevent these survivors from receiving compassionate and thorough assistance.

The GOCCP MD provides funding to Ayuda to administer the Maryland Victim Services Interpreter Bank—an interpreter bank of victim-centered, trauma-informed interpreters available to assist in delivering required language services. For emergency assignments that are not scheduled in advance, interpreters are paid double their usual rate.

Because Ayuda firmly believes that special training is needed before interpreters can work directly with victims of crime, the Breaking Silence training was created to help interpreters gain necessary skills. Interpreters who have completed the Breaking Silence training are very strong candidates to work for the Victim Services Interpreter Bank. However, applying to work for the Victim Services Interpreter Bank is a separate process, and interpreters who take the Breaking Silence training are not guaranteed the chance to be an independent contractor for the Victim Services Interpreter Bank. Likewise, interpreters who want to work as independent contractors for the Victim Services Interpreter Bank do not have to take the Breaking Silence training (it is possible for an interpreter to have other equivalent training in working with victims of crime that would qualify the interpreter to apply to work with the Bank).

2. What will I learn in the training?

Topics covered during the training may include:

- Wellness techniques to reduce stress and trauma before, during, and after victim service interviews.
- Self-care plan for interpreting in victim services.
- Appropriate interpreting protocols when interpreting for victim services.
- Common cultural communities and cultural concerns for crime victims in the Maryland area.
- Skills practice with realistic scenarios involving relevant terminology taken from the training manual.

3. Who will be teaching the training?

The training will be taught by the following individuals:

- Amber Hodson - As a CODA (Child of Deaf Adults) and certified sign language interpreter, Amber's life and career has centered in the Deaf community. After completing her master's in social work at the University of Michigan, she joined the advocacy team at DeafHope. Amber is a faculty consultant with organizations such as the Vera Institute of Justice and the Office for Victims of Crime and has trained grantees with the Office on Violence against Women for over 10 years. Amber's training and consultation has included providing state required DVSV advocacy certification trainings and technical assistance for emerging DVSV programs throughout the country.
- Leo Martinez is a Project Manager with Casa de Esperanza – National Latin@ Network. Leo is also the co-founder of Latino LinQ, an Atlanta based non-profit organization providing support services to Latin@s of any sexual orientation and any gender identity. Prior to Casa de Esperanza, Leo worked as a Consultant for the Georgia Commission on Family Violence. He is a faculty member of the Georgia Victim Assistance Academy, a project of the Criminal Justice Coordinating Council of Georgia. With Casa de Esperanza, he coordinates Training and Technical Assistance for the National Resource Center for Reaching Victims, a project led by Vera Institute of Justice and funded by the Office for Victims of

Crime. He provides training and technical assistance around domestic violence in Latin@, Immigrant and LGBTQ community. He has extensive training experience around Language Access and Cultural Responsiveness, including being a Faculty Member for the *Translating Justice: Achieving Language Access for Crime Victims* project. Early in his career he developed and oversaw the application of curriculum as an Assistant Principal in the Argentina school system. He holds degrees in Early Childhood Education and in Psychology and Human Services from Clayton State University in Morrow, GA. He is a survivor of childhood sexual abuse and grew up as youth witness of domestic violence.

- Patricia Celis Gonzalez works as the Bilingual Content Coordinator for the National Latin@ Network she is a certified Spanish interpreter and translator. She provides continued support for the Culturally Specific Services Program (CSSP) grant and the Latina TA project. Both are Office on Violence against Women projects. She has also interpreted and translated for several domestic violence, research, and social justice organizations, such as The National Domestic Violence Hotline, Futures Without Violence, the No More Campaign, loveisrespect.org., Lake Research Partners and Praxis International. She graduated with a Bachelor of Arts Degree in Journalism from Havana University and has a certification as ESL Instructor from the International Language Institute in Washington, DC. Patricia's interests include access language, cultural responsiveness, social justice and advocacy work in support of underserved populations. Patricia has lived in the U.S. since 1997, after migrating from Cuba.

4. Where will the Breaking Silence training take place?

The training will take place in Silver Spring, MD. Specific information on the location of the training will only be provided to accepted applicants.

5. How long is the Breaking Silence training?

The training will last for 32 hours, as it is a four-day interpreter training. The training will take place from Friday, May 17th, 2019 – Monday, May 20th, 2019. The training will occur every day from 9:00AM-5:00PM. Please only apply to attend the training if you are available all four days for the hours indicated.

6. What is the cost of attending the Breaking Silence training?

Ayuda is committed to increasing the number of highly trained interpreters in Maryland who are prepared to work with victims of crime and therefore offers this training for free. If you are selected to attend the training, you will be asked to submit a \$50 deposit within two (2) weeks of receiving the acceptance notification via email, which will include instructions on how to submit your deposit.

The deposit serves as a placeholder and will be returned to you, unless one of the following circumstances occurs:

- 1) You fail to complete language proficiency testing before the training date (that is, if you were unable to provide a copy of a recent language proficiency exam rating in your working language or languages).
- 2) You fail to complete the four-day training and the test at the end (you do not have to pass the test in order to get your deposit back).
- 3) You are accepted to take the training, pay your deposit, and then decide that you will not take the training.

Applicants who are not selected to attend the training are not expected to submit a deposit.

II. Expectations of Participants

7. What are the expectations for participants in the training?

Participants in the training are expected to have the requisite experience and skills to take a higher-level interpreter training, to arrive on time every day, to respect the instructors and their fellow participants, to spend a reasonable amount of time preparing for the training by reviewing the training materials distributed in advance, to participate in discussions and activities during the training, to complete a test of the material covered at the end of the training, and to provide feedback on the training.

III. CEUs for Spoken Language, American Sign Language, and Certified Deaf Interpreters

8. I would like to know whether I can earn CEUs by participating in the Breaking Silence training.
For spoken language interpreters, Ayuda will work with either the American Translator's Association or the Maryland Administrative Office of the Courts to offer CEU credits for this training.

For American Sign Language and Certified Deaf Interpreters, Ayuda will work with the Potomac Chapter of the Registry of Interpreters for the Deaf to offer CEU credits for this training. We expect to provide about 2.6 CEUs for this training.

IV. Qualifications of Participants, Class Size, and the Selection Process

9. What kind of experience or qualifications do I need in order to take this training?
The Breaking Silence training is not for individuals who are just beginning their training as interpreters; it is an advanced training. You need some level of experience and existing training in order to complete and contribute to this training course. You must already have familiarity with interpreting ethics and skills because you will be practicing with other interpreters; many of whom are specialized in different areas and this helps elevate the training experience. Additionally, the subject matter contained in the Breaking Silence training is complex and sensitive, necessitating qualified and experienced professional interpreters. Everyone who has already taken Ayuda's Language of Justice training is qualified for the Breaking Silence training. Language of Justice is not a prerequisite, but rather Ayuda screened Language of Justice participants prior to that training to ensure that they were already advanced in the field.

If you are an American Sign Language or Certified Deaf Interpreter, you will need to be RID Certified prior to submitting the application. We ask that you provide us with your CEU transcript and certifications from the RID (ex. National Interpreter Certification [NIC], NAD V [Master]). The online application for Sign Language Interpreters will ask you whether any of the following apply to you:

- Specialist Certificate: Conditional Legal Interpreting Permit-Relay (CLIP-R)
- Specialist Certificate: Legal (SC:L)
- National Interpreter Certification (NIC)
- NAD V (Master)
- Certified Deaf Interpreter
- BA/MA in American Sign Language Interpreting (must be paired with other training(s)/certification(s))
- Other: _____

If you are a spoken language interpreter and have not taken the Language of Justice training, then you will need to demonstrate your credentials and training experience. The online application for spoken language interpreters will ask you whether any of the following apply to you:

<input type="checkbox"/> NAJIT certified <input type="checkbox"/> Federal Court certified <input type="checkbox"/> State Court certified (name of court _____) <input type="checkbox"/> State Department Conference Interpreter <input type="checkbox"/> MA Interpreting (name of university _____) <input type="checkbox"/> DC Court Interpreter <input type="checkbox"/> MD Court Interpreter <input type="checkbox"/> VA Court Interpreter (which court _____)
<input type="checkbox"/> The Language of Justice <input type="checkbox"/> The Community Interpreter Training <input type="checkbox"/> Bridging the Gap <input type="checkbox"/> Interpreting in Health and Community Settings (NVAHEC) <input type="checkbox"/> Other: _____

Ayuda will make an individualized determination as to whether each interpreter is qualified to take the Breaking Silence training.

10. How many interpreters will be trained at the upcoming Breaking Silence training, and how will they be selected?

Between 25 and 30 interpreters will be trained. Interpreters will be chosen based on the demonstrated needs of the victim services community and based on the applications submitted by applicants to the training. Submitting a completed application does not guarantee admission into the program; Ayuda will contact selected interpreters to let them know that they have been chosen to receive the training and will provide notice to those who have not been selected.

11. Is the Breaking Silence training intended for interpreters who work in specific languages?

Ayuda prioritizes training interpreters who are in high demand. In determining which languages to prioritize, Ayuda considers various factors, such as the languages spoken by individuals who seek victim services, the languages spoken by individuals represented in census data, languages that have been identified as being spoken by very few professional interpreters, and languages spoken by individuals frequently encountered by Maryland service providers. Ayuda encourages all interpreters to apply. The Breaking Silence training is always a wonderful opportunity to learn alongside individuals whose working languages are different than your own.

12. Do I have to live in Maryland in order to take this training?

This training is sponsored by the GOCCP MD with the goal of increasing the number of specially trained interpreters who are available to assist victim service providers within the state. As such, priority will be given to interpreters who live in Maryland or frequently accept interpretation assignments in the state.

13. I have a full-time job that does not allow me to accept interpretation assignments during the workday. Can I take this training?

This training is sponsored by the GOCCP MD with the goal of increasing the number of specially trained interpreters who are available to assist victim service providers in Maryland. Often, victim service providers need interpretation assistance during the workday. Priority will be given to interpreters who are freelance interpreters whose primary vocation is accepting interpretation assignments from various agencies, companies, nonprofits, courts, etc.

V. How to Apply

14. How do I apply to Breaking Silence: Interpreting for Victim Services?

You're almost halfway through the process already! The application process has two parts. The first is to read the "Frequently Asked Questions for Applicants to the Breaking Silence Training." You must read and understand the information provided in the Frequently Asked Questions. **Secondly, applicants must FULLY complete and submit the online application form, including all requested attachments. Please note that we will not consider you for admission into the training unless you have successfully submitted a complete application.** If you are selected to attend the training, you will be asked to submit a deposit, but that deposit *will be returned to you* at the end of successfully completing the four-day training. You have to complete language proficiency testing (if required by Ayuda) prior to attending the training, attend all four days of the training, and take the half hour test at the end of the fourth day in order to have your deposit returned to you (you do not need to pass the test in order to have your deposit returned to you). We will not return the deposit if you fail to complete language proficiency testing, if you only partially attend the four-day training, or if you decide not to attend the training after submitting your deposit.

15. Why do I have to submit a deposit if I am accepted to the training, and will I get it back?

The Breaking Silence training offers valuable professional development. Ayuda wants to offer this training to individuals who are serious about taking full advantage of the opportunity. For that reason, we ask for a refundable deposit. The deposit will be collected online; instructions will be sent to applicants who are selected to attend the training. The deposit that you submit will be returned to you, unless one of the following circumstances occurs:

- A. You fail to complete language proficiency testing before the training date (that is, if you were unable to provide a copy of a recent language proficiency exam rating in your working language or languages).
- B. You fail to complete the four-day training and the test at the end (you do not have to pass the test in order to get your deposit back). You are accepted to take the training, pay your deposit, and then decide that you will not take the training.

Applicants who are not selected to attend the training are not expected to submit a deposit.

16. What will happen to my application if I am not selected for the training?

If you are not selected for the training, we will add your contact information to our listserv for future announcements and training opportunities.

VI. Training Policies

17. What if I am selected for the training and then I have an emergency and I must miss part of the training?

You cannot successfully complete the training if you miss more than 4 hours of the training. If you miss more than 4 hours of the training, you will be offered the opportunity to make up that time when Ayuda next offers the training. You will not receive a certificate of completion for the training until you have made up the time that you missed (if more than 4 hours).

18. Will training participants be fed during the training?

The funding offered by the GOCCP MD to cover this training does not allow for the purchase of meals. Participants will be expected to purchase or bring their own lunch each day. Adequate time will be given for participants to have a lunch break. There is no refrigerator, microwave, toaster oven, or stove stop available for participants' use.

19. Will I be able to sit beside the same people every day at the training? Will I be able to sit with other interpreters who share the same working languages as me every day at the training?
The instructors who lead the training will determine seating arrangements, based on their knowledge of learning styles and effectiveness of group activities. You should be prepared to change the location of your seating and the groups in which you sit regularly throughout the training, as requested by the instructors.
20. Will I be paid for the time that I spend in the training?
Ayuda does not provide the Breaking Silence training to its employees or to independent contractors who already work for the Victim Services Interpreter Bank. Rather, the Breaking Silence training is given to interpreters who wish to gain knowledge and skills necessary for working with victims of crime. As such, students in the training are not compensated for the time that they spend learning; they are also not charged for the course.

VII. Other Considerations

21. I am a victim of sexual assault. Is it appropriate for me to take this training?
This is a personal decision that you will need to consider carefully. To the extent that you are able, you should consult with mental health professionals or loved ones. If you have a history of domestic violence, sexual assault, torture, war trauma or other violent crimes, you may be retraumatized in this type of work. As a result, you are at particular risk for developing vicarious trauma. Over the course of the training program, you will have the opportunity to observe yourself and your reactions to the content, role plays and activities in the program. You will need to take note of your experience in the training and, depending on how it affects you, you may need to reconsider whether you should interpret for victim services providers and whether to continue with the training.
22. Will I be guaranteed work if I take this training?
The Breaking Silence training will make you a more marketable interpreter as you pursue work from various entities in need of language services. Ayuda is always looking for additional interpreters to work for the Victim Services Interpreter Bank. Interpreters who have completed the Breaking Silence training are very strong candidates to work for the Victim Services Interpreter Bank. However, applying to work for the Victim Services Interpreter Bank is a separate process, and interpreters who take the Breaking Silence training are not guaranteed to be offered the chance to be an independent contractor for the Victim Services Interpreter Bank. Likewise, interpreters who want to work as independent contractors for the Victim Services Interpreter Bank do not have to take the Breaking Silence training (it is possible for an interpreter to have other equivalent training in working with victims of crime that would qualify the interpreter to apply to work with the Bank).
23. What do I have to do to become an independent contractor who accepts assignments from the Victim Services Interpreter Bank?

Please visit Ayuda's website to learn more about working for the Victim Services Interpreter Bank:
<https://ayuda.com/what-we-do/language-services/#1525657165588-19a63918-e5d5>

In addition, Ayuda will be holding information sessions in June for interpreters who are interested in joining the Victim Services Interpreter Bank. The dates and times of those sessions will be announced in April.