



We Are Seeking Direct Contractors

NMCDHH is seeking several contract interpreters for Fiscal Year 26.

SCOPE OF CONTRACT WORK

The Contractors shall perform the following work:

- Provide hourly signed language interpreting services for NMCDHH staff, including meetings, presentations, board meetings, and legislative hearings as requested, in person and VRI.
- Maintain accurate records and provide accurate invoices for hours worked.
- Some assignments may involve travel throughout New Mexico and may require use of the contractors' personal vehicles with mileage reimbursed as part of the contract.

QUALIFICATIONS

- Valid New Mexico Community/Provisional interpreters license issued by the Signed Language Interpreting Practice Board with the New Mexico Regulation and Licensing Department.

APPLICATION PROCESS

Applicants must submit the following to Amy.Bourque@cdhh.nm.gov by Monday, April 14, 2025 at 4:30pm MDT:

- A brief letter of interest
- A professional résumé
- Documentation of meeting qualifications listed above
- Possible availability
- A Work Sample may be requested.

Applications submitted after Monday, April 14, 2025 at 4:30pm MDT will not be accepted.

INTERVIEWS

Finalists may be contacted for an interview with the Evaluation Committee. The interview may include a brief live sample of their interpreting work (voice-to-sign and sign-to-voice).