



**First Judicial District of Pennsylvania
Court Reporter, Digital Recording, and Interpreter Administration
100 South Broad Street, Second Floor
Philadelphia, PA 19110-1004
(215) 683-8000
Fax (215) 683-8005**

Richard T. McSorley, Esquire
District Court Administrator

Danielle M. O'Connor
Deputy Court Administrator

August 8, 2024

Thank you for your interest in the First Judicial District of Pennsylvania Interpreter Shadowing Program. The Shadowing Program was designed to provide interpreters with a working knowledge of the court system, which, in turn, may help them achieve Pennsylvania certification.

This year's Shadowing Program will begin with an Information Session on Tuesday, September 17th, 2024. Additional information regarding the Information Session will be sent with the program acceptance announcements.

Attached is the schedule for the 2024-2025 shadowing days. You will be required to attend all sessions. If you cannot attend a session, it is your responsibility to notify me, in ample time, to reschedule your session, if possible.

Please complete the attached application and return it via email, along with a current resume and a one-page essay regarding "The Importance of Language Access to Justice in the Courts" and "Why I Want to Serve as a Court Interpreter." The deadline to return your application is Thursday, August 22nd, 2024. You will be notified via email on Thursday, August 29th, 2024, regarding the status of your application.

Please provide a current phone number on your application where you can be reached during normal business hours. I will call you to verify receipt of your application and will answer any questions you may have. Thank you very much for your interest in the 2024 FJD Shadowing Program.

Sincerely,

Elizabeth McCarrick

Elizabeth McCarrick
Shadowing Program Coordinator



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Shadowing Dates (All dates are Thursdays EXCEPT THE INFO SESSION)

September 17, 2024 (Information Session)
October 17, 2024
November 21, 2024
December 12, 2024
January 16, 2025
February 20, 2025
March 20, 2025 - Shadowing outside of Philadelphia
April 17, 2025
May 15, 2025

JUDGE CHEN'S PRACTICUM (all dates are on a "Thursday")

Family Court, 1501 Arch Street, Courtroom 7B (7th Floor)

-November 21, 2024 (12:15 PM - 12:45 PM)

-February 20, 2025 (12:15 PM - 12:45 PM)

***PLEASE ATTACH RESUME AND YOUR TWO ESSAYS REGARDING: "The Importance of Language Access to Justice in the Courts" AND "Why I want to Serve as a Court Interpreter"
DEADLINE FOR APPLYING IS AUGUST 22ND, 2024***

Overview process of becoming a Certified Court Interpreter can be found here:

<https://www.pacourts.us/judicial-administration/court-programs/interpreter-program>

<https://www.pacourts.us/judicial-administration/court-programs/interpreter-program/interpreter-program-calendar>

*Shadowing takes place with either Elizabeth Basulto- Court Interpreter in the Juanita Kidd Stout Center for Criminal Justice, located at 1301 Filbert Street, Philadelphia, PA 19107 or Javier Aguilar, Court Interpreter, in the Family Court of Philadelphia, located at 1501 Arch Street, Philadelphia, PA 19102, or a Certified Interpreter in Traffic Court, located at 800 Spring Garden Street, Philadelphia, PA 19123.

Your reporting schedule will be given to you at the Information Session.