



## Checklist for Using Translators Effectively

### For Professionals Working with Unaccompanied Refugee Minors

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#### Before the Session

- Engage a **qualified, neutral, and trained interpreter**.
- Brief the interpreter on the session's purpose and context, **respecting confidentiality**.
- Explain the interpreter's role clearly to the minor as a **neutral language facilitator**.

#### During the Session

- Speak **directly to the minor**, not the interpreter.
- Use **short, clear sentences**; speak slowly and pause frequently.
- Maintain **eye contact** with the minor to foster trust.
- Allow **extra time** for interpretation; be patient.
- Encourage the minor to **ask questions or request clarifications**.
- Ensure **confidentiality** is understood and maintained by all.
- Be **culturally sensitive**; allow the interpreter to provide context if necessary.
- Periodically **check understanding** by asking the minor to summarize or repeat information.

#### After the Session

- **Document** the minor's preferred language and interpreter use.
  - Provide **feedback** to interpreters to improve communication quality.
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Using this checklist helps ensure respectful, clear, and empowering communication with unaccompanied minors, building trust and supporting their needs effectively.