

## **Volunteer Translators (x2) (Spanish to English)**

Six-month commitment, starting w/c 26<sup>th</sup> September 2011  
Volunteering remotely/from home

- **Are you fluent in English with excellent Spanish language skills?**
- **Would you like to use these skills to make a difference?**
- **Are you passionate about Nicaraguan and Latin American issues?**

**If you answered yes to all these questions, then this might be the role for you!**

The Nicaraguan Solidarity Campaign Action Group (NSCAG) is looking for two (2) enthusiastic individuals to translate a variety of documents from Spanish into English on a regular basis. You would be assisting NSCAG to ensure we produce regular updates on Nicaraguan trade unions and other issues and make those available promptly to our supporters

The volunteers will work closely with the Trade Union Worker to ensure our media and information work is properly supported and that we effectively promote Nicaraguan trade unions in the UK. Apart from translating news and updates, the role will occasionally involve translating larger documents such as project proposals from the unions in Nicaragua, a task that is strategically important in the effective promotion of international solidarity

### **ABOUT NSC /NSCAG**

We are a small not for profit organisation based in London which has worked with trade unions both in the UK and in Nicaragua since the time of the Revolution in 1979. We work to develop and sustain solidarity links between Nicaraguan and UK trade unions and we do this by:

- Publicising the situation in Nicaragua and building up active support in the UK labour movement and amongst the British people for Nicaraguan progressive organisations;
- Channelling political, material and moral support to partner organisations and communities in Nicaragua;
- Building a solidarity campaign that is national in its scope, unified in its purpose and has organisational links to the UK labour and progressive movements.

### **RESPONSIBILITIES OF THE VOLUNTEER:**

- Translate news items, press releases, project proposals and other documents from Spanish into English to a high standard and within agreed deadlines.
- Familiarise with the style and tone used by the NSCAG in our website, and ensure the translations reflect this.

- Flexibility and willingness to undertake other language related tasks such as captioning and subtitling short videos, editing and proofreading of documents translated or written by others.

## PERSON SPECIFICATION

### Essential

- Fluency in English and a high level of proficiency in International Spanish (reading and comprehension).
- Ability to translate from International Spanish to English.
- Good writing and grammatical skills.
- Attention to detail.
- Good interpersonal and communication skills.
- Ability to organise time and work independently, and complete tasks to a deadline and a high quality.
- Initiative, enthusiasm and a proactive, flexible approach to work.
- Open to learning and positive attitude to feedback.
- Excellent computer skills, including MS Word, email, and internet.
- Ability to commit for a six month period and to respond to requests promptly.

### Desirable

- Degree or qualification in translation or Spanish.
- Experience working as a translator (Spanish to English).
- Experience of editing and proof-reading documents.
- Experience in subtitling/ captioning videos
- An active interest in or an understanding of trade unions and international solidarity movements, particularly linked to Latin America

### Timescale

The placement will be for **six months** volunteering from home / remotely

### What we offer

- Comprehensive induction into the work of NSC / NSCAG
- The opportunity to widen / build your experience as translator while helping a good cause.

### How apply:

Please send to [nscag@nicaraguasc.org.uk](mailto:nscag@nicaraguasc.org.uk) the following:

- Updated CV
- Cover letter illustrating why do you want to volunteer for NSC / NSCAG and specifying how do you meet the person specification.
- One A4 page sample of translation work (please also send the source document and indicate date of translation)

**Deadline: Wednesday 14th September**

**Selection process: w/c 19th September**

The selection process will consist of a 30 minutes interview and a short translation task to be completed within a two days deadline before the interview.