

Call for Consultancy

We are seeking dedicated, dynamic, self-motivated, result-oriented, and experienced individuals for the following post.

Post: **Translator**

Required: **01**

The Maldivian Red Crescent is an independent, voluntary, humanitarian organization, established on the basis of the Maldivian Red Crescent Law [Law 7/2009]. Its primary objective is to provide humanitarian aid, prevent and alleviate human suffering. It is the 187th member of the world's largest humanitarian movement — the International Red Cross and Red Crescent Movement – which every year helps millions of people whose lives have been devastated by crises or conflict.

The Maldivian Red Crescent aims to be the nation's leading humanitarian organization, with branches and units spanned all over Maldives. To date it has established 10 branches and 20 units. It recruits members and volunteers, implements programmes and delivers services in adherence to the Fundamental Principles of the International Red Cross and Red Crescent Movement – *Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity and Universality* – making no discrimination as to nationality, race, sex, religious beliefs, language, class or political opinions.

Background

The Maldivian Red Crescent (MRC) is conducting the Organizational Capacity Assessment and Certification process (OCAC) between 15-17 November 2016. OCAC is a self evaluation tool by International Federation of Red Cross and Red Crescent Societies (IFRC) which supports National Societies to become strong and sustainable service providers to better tackle existing and future vulnerability in the communities they serve and contains a range of activities. OCAC also forms the corner-stone of the comprehensive performance development framework by identifying a Society's potential for further growth and development based on a broad diagnosis of its organizational strengths and weaknesses.

OCAC is a complex process comprised of two distinct assessments. One is a self-assessment and the other is a peer-review, each time followed by a comprehensive set of organizational development interventions that are tailor-made to address specific capacity deficits that were identified during the assessments. The self-assessment focuses on capacities that critically affect MRC's capacity to exist, survive, organize, relate and mobilize, to perform and to adapt and grow. The peer-review looks at MRC's relevance to beneficiaries and the organizations potential for impact.

Scope of Work

In order to ensure the full preparation of the MRC members joining the OCAC process, translation of the OCAC's preparatory documents including the self-assessment tool and the OCAC rating indicators. Furthermore, the participation of the translator in the OCAC workshop is essential to assist the MRC team in fully participating in the OCAC process.

Reporting to the Head of Programs and Services, the translators key tasks will be:

1. Complete translation of the OCAC preparatory documents by 7 November 2016.
2. Providing translation services in the OCAC workshop from 15-17 November 2016.

Targeted Profile and Skills

- Fluent in written and spoken Dhivehi and English languages
- Proven experience of translation into/from English, Dhivehi of texts in management, social sciences and related fields
- Ability to produce high quality content and meet deadlines
- Excellent interpersonal and communication skills
- Fostering culture of non-discrimination and unbiasedness
- Should possess good public speaking skills and able to interpret from English to Dhivehi and vice versa
- Knowledge of MRC/IFRC movement terminology and previous engagement with MRC is an added advantage

Interested candidates can email info@redcrescent.org.mv for more details about the job.

Proposals quoting the price on the expression of interest, ID, CV including past translation experiences should be submitted to **Aishath Noora Mohamed, Secretary General of MRC, 04 Floor, Maldives Post Building, Boduthakurufaanu Magu, Male'** or email to : info@redcrescent.org.mv.

The deadline for applications by the end of 01 November 2016. Only short listed candidates will be contacted.