



# CALL FOR APPLICATION VOLUNTEER POSITION

## MAURITIUS PILOT YOUTH DIASPORA VOLUNTEERING PROJECT MU10.REI2023.VP-12

### SECTION 1

## Position Information

Position Title	Volunteer Translator and/or Interpreter
Host Organization	PILS (Prévention Information Lutte contre le SIDA)
Duty Station	Mauritius - Port Louis
Position Number	MU10.REI2023.VP-12
Organizational Unit	Monitoring Evaluation and Research Department
Reports directly to	MER Coordinator

### SECTION 2

## Organizational Context and Scope

PILS is an organization committed to the fight against AIDS, which was founded in 1996. Its aim is to offer a support structure to people living with HIV in Mauritius. Since 2013, PILS has officially become a member of the Coalition PLUS, a union of French-speaking community associations grouped together in the fight against HIV/AIDS. The objective of this international union is to put patients and people at risk of HIV/AIDS infection back at the centre of initiatives to fight the pandemic.

### SECTION 3

## Responsibilities and Accountabilities

We are seeking a skilled Translator to accurately interpret written and audio pieces in various languages while preserving their original meaning, format, and tone.

The responsibilities will include carefully reading and comprehending the context of the given material, utilizing specialized dictionaries and translation tools, and meticulously proofreading the final translations. Success in this role requires exceptional attention to detail and fluency in at least two additional languages, in addition to your native language.

The primary objective will be to deliver high-quality translated content that aligns with our internal requirements and enables us to effectively engage a broader audience.

Responsibilities:

- Read given material and research industry-specific terminology
- Convert text and audio recordings from one language to one or more others
- Ensure translated content conveys original meaning and tone
- Prepare subtitles for videos and online presentations
- Cross-reference specialized dictionaries and translation tools to check quality of translation
- Proofread translated texts for grammar, spelling and punctuation accuracy
- Follow up with internal team members and clients to ensure translation meets their needs
- Edit content with an eye toward maintaining its original format (e.g. font and structure)
- Network with field experts to stay current on new translation tools and practices

#### SECTION 4

## Required Qualifications and Experience

### EDUCATION

Studies in French language or relevant language studies. BSc in Translation, Interpreting or similar field is desirable

### EXPERIENCE

Proven work experience as a Translator, Interpreter or similar role

#### SECTION 5

## Languages

### REQUIRED

French and Mauritian Creole

### DESIRABLE

N/A

## SECTION 6

# Competencies<sup>1</sup>

The incumbent is expected to demonstrate the following values and competencies:

**VALUES** - All volunteers must abide by and demonstrate these five values:

**Inclusion and respect for diversity:** Respects and promotes individual and cultural differences. Encourages diversity and inclusion.

**Integrity and transparency:** Maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.

**Professionalism:** Demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

**Courage:** Demonstrates willingness to take a stand on issues of importance.

**Empathy:** Shows compassion for others, makes people feel safe, respected and fairly treated.

**CORE COMPETENCIES** - Behavioural indicators -

**Teamwork:** Develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.

**Delivering results:** Produces and delivers quality results in a service-oriented and timely manner. Is action oriented and committed to achieving agreed outcomes.

**Managing and sharing knowledge:** Continuously seeks to learn, share knowledge and innovate.

**Accountability:** Takes ownership for achieving the Organization's priorities and assumes responsibility for own actions and delegated work.

**Communication:** Encourages and contributes to clear and open communication. Explains complex matters in an informative, inspiring and motivational way.

## Call For Application Submission Guidelines

Interested candidates are invited to submit their application online through this [link](#) , by the 13 August 2023 (23:00 Mauritius time) . For more information on the project, click on this [link](#) .

All applicants will receive written notification of the outcome of the selection process. Should an applicant request further clarification, IOM will provide a response explaining the transparency and integrity of the selection process undertaken. IOM reserves the right to decline disclosure of the specificity of decision derived by the IOM mission due to reasons related to confidentiality.

IOM reserves the right to accept or reject any Application, and to annul the selection process and reject all Expression of Interest at any time, without thereby incurring any liability to the affected applicant.

For more information, please contact IOM in writing sending an email to [iommauritus@iom.int](mailto:iommauritus@iom.int).