

Terms of reference *Translator*

“P-VAWG Preventing Violence against Women and Girls in Lebanon” Project

National Commission for Lebanese Women (NCLW) January 2022 – August 2022

About NCLW

The National Commission for Lebanese Women (NCLW) is an official body, which was established in 1998 by law 720, and is directly affiliated with the presidency of the Council of ministers.

As a National Women Machinery, NCLW works on enhancing the status of women and ensuring equal opportunities between men and women. NCLW acts as the consultative body of the government and national councils and institutions on all issues related to the status of women including gender-based issues.

Brief description of the project

NCLW is implementing the “P-VAWG Preventing Violence against Women and Girls in Lebanon” project in partnership with GIZ.

The project entails 3 components:

- Institutionalizing the collection of data, through the support of Lebanon Gender Equality Barometer (LGEB) developed by NCLW, on specific national gender indicators related to GBV and SGBV with clear methodological tools
- Strengthening NCLW’s coordinative role as to GBV in Lebanon specifically as the national coordinator for the enforcement of the NAP 1325 and the implementation of its 3rd Strategic Priority “Prevention of and Protection of Women and Girls from Gender-Based Violence”.
- Improving the performance of Social Workers and Staff at MOSA/SDCs to enhance their capacities in dealing with GBV.

Consultancy Purpose

The Translator will make all information related to the project available in at least two languages (Arabic and English). She/ He will also assist the project team with the translation work.

Key Responsibilities

- Producing a 100% accurate translation to and from English and Arabic.
- Editing texts in English and Arabic produced by team members for internal or external use.
- The translator will make all information related to both components of this project available in English and Arabic (e.g. newsletters, media posts, invitations, captions of videos, surveys, KIIs questions, focus groups questions, reports, policy summaries).
- Ensuring language accuracy and proofreading content.
- Working within the required deadlines.
- Upholding confidentiality and completing the translation perfectly and promptly.

Key Competencies

- Master's degree in Translation or similar field.
- At least 3 years of relevant experience as an official Translator and editor.
- Outstanding writing skills in Arabic, French and English languages.
- Ability to work independently and under pressure to ensure work is achieved to a high standard and promptly.
- Strong familiarity with gender-related terminology.

Application and Submission guideline

Interested candidates for this position should send their CV along with a financial offer to nclw@nclw.gov.lb and include the job title mentioned above in the email subject by January 20, 2022. Applications received after the closing date will not be considered.

Only shortlisted candidates will be contacted.

Consultancy Period

8 months

