



HeSed Ministries International

"Showing God's loving kindness to thousands."

English to Spanish Translator

Location: Virtual Volunteering (from home)

Service Areas: General Administration

Hourly Commitment: 30 hours per month is desirable

Number of Positions: 3 to 5

One-Time/On-going Position: On-going

Description

Volunteers who are fluent in translating from English to Spanish both verbally and in writing formats for various publications, training materials in audio and video media.

Will be working with a team of translators virtually to interpret Christian materials for Spanish speaking communities. Must be able to translate into proper Spanish and have had experience in providing translation services.

Requirements

Skills Required:

Some materials are time sensitive and therefore volunteer must be able to work within a specified completion date. The shortest timeframe will be 2 weeks for approximately 15 pages of materials. Individuals must also be willing to proofread translated materials from other members of the translation team. Other projects will include the translation of booklets, brochures, pamphlets, and training materials as well as other publications to include voice-over for audio/video formats.

Time Frame:

We ask for a commitment of not less than six months and not more than one year. Volunteers can extend an additional year upon completion of the first term of service. Primary focus of tasks will be to translate Christian materials therefore a commitment of several hours per week is desirable. Providing services virtually is totally acceptable with providing draft layouts of products and processes for approval before final production.

Evaluation:

Volunteers will be evaluated at the mid-point term of service and will be asked to fill out an evaluation form of their experience.