

VOLUNTEER OPPORTUNITY

Translator

ORGANIZATION SUMMARY

The Children's Museum exists to spark kids' creative learning. As a non-profit charitable organization, we believe in the potential of all children and provide an interactive learning environment that nurtures the power of imagination and spirit of self-discovery.

POSITION SUMMARY

We are looking for individuals to translate written pieces into different languages, maintaining their original meaning, format and tone. The translator's responsibilities include reading and thoroughly understanding the context of given material, using native language knowledge, dictionaries and translation tools, and proofreading finished pieces of work. To be successful in this role, you should have a keen eye for detail and a strong grasp of the English language and your native language. Ultimately, you will provide ready-to-use translated content that meets our internal needs and helps us reach a broader audience.

RESPONSIBILITIES

- Reading material and converting text from English
- Ensure translated content conveys original meaning and tone
- Proofread translated texts for grammar, spelling and punctuation accuracy

REQUIREMENTS

- Excellent proofreading skills with the ability to identify grammar, spelling and punctuation errors
- Time-management skills
- Excellent spoken and written language skills, with English and foreign languages

ORGANIZATION WILL PROVIDE: A letter of reference

TO APPLY

- Forward resume and cover letter outlining suitability for this opportunity and language(s) spoken to Gabrielle Wildes at gwildes@childrensmuseum.com

DEADLINE

- Friday, February 4, 2022 at 9:00AM

LIST OF LANGUAGES

1. Punjabi (Indian)
2. Tagalog
3. Chinese
4. English
5. Arabic
6. Yoruba
7. Gujarati
8. Portuguese
9. Tigrinya
10. Russian
11. German
12. Urdu
13. Cree
14. Ojibwe
15. Spanish