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Terms of Reference

Consultancy Assignment

TRANSLATION OF THE RANGER SURVEY GLOBAL REPORT FROM ENGLISH TO FRENCH LANGUAGE

Duration: 15 days (May 27 to June 15, 2019)

Background and Justification

The first ever “Rangers Survey Global Report” was published in October 2018 with key recommendations on how to significantly improve ranger’s welfare. The report takes into consideration the complexities faced by the rangers who are at the forefront of the struggle to protect wildlife, which are largely susceptible to multiple consequences due largely to human activities. Initially, the report was published only in English. In order to reach a wider audience and the scope of its objective, WWF CCPO seeks the services of a consultant to translate the report from English to French.

Objective

Translate the “*Rangers Survey Global Report*” from English to French.

Major responsibilities

Under the supervision of the WWF Central Africa Wildlife Crime Program Coordinator, the Consultant will:

- Translate and proofread as appropriate the Rangers Survey Global Report;
- Incorporate suggested changes to the translated report;
- Share draft translation with WWF;
- Facilitate the final editing of the report ensuring that all translated data and information are available in the final report;
- All text, including text contained in figures, boxes, captions, sources and covers require translation and proofreading;
- The translator is also responsible for ensuring quality and accuracy of the entire document before submitting it back to the supervisor in charge of the project.
- Any other tasks related to the objective if need be.

Outputs/deliverable

- A translated global report including all text that requires translation;
- A draft report of the translation;

Required profile

- A Master's Degree in translation or closely related field;
- Experience in translating issues related to law enforcement support, rangers work or related field;
- Outstanding translation and editing skills in English and French;
- Demonstrated understanding of technical terms and terminology used in areas of rangers work and protected area management;

Skills and abilities

- Good knowledge of law enforcement rangers, their profile and working mechanism;
- Fluency in English and French;
- Demonstrates effective organizational skills and ability to deliver in an efficient and timely manner;
- Proficient in computer skills.

Required service and time frame

Approximately 71 pages (to be translated from English to French) within the period of 15 days.

Expression of Interest

All candidates interested in carrying out this assignment on a consultancy basis should submit in ONE MAIL ONLY a detailed technical and financial proposal including:

- Comments demonstrating the understanding of the Terms of Reference;
- A curriculum vitae detailing his/her experience in relation to the nature of the consultancy;
- A clear statement describing why the consultant is a suitable candidate;
- Work plan and budget
- copies of administrative documents
- registration, taxpayer's card, certificate of non-indebtedness (attestation de non redevance) to tax authority

All applications should be sent to recruit-roaydehub@wwfafrica.org and subject should read "Translation of RSGR" not later than **20th May 2019**.