

Annexure1
Terms of Reference for Project Manager
For the Female Religious Leaders for Dialog and Mediation
FREEDOM Project

The Resilience Research, Training, and Consulting, is organising, a project titled “Female Religious Leaders for Dialog and Mediation; FREEDOM Project”. This project is supported by Finn Church Aid, is part of the Network for Religious and Traditional Peacemaker’s Asia Working Group small grant programme and is funded by the Ministry of Foreign Affairs of Finland, through funding of the Ministry of Foreign Affairs of Finland-implemented by Resilience Research, Training and Consulting.

A translator will need to be recruited for translating given in English into Sinhala or Tamil. This material used throughout the project, as well as giving their input on how to improve certain texts and material. Further, the translator will also be doing live translations into Sinhala and Tamil, during workshops, presentations and trainings whenever necessary. They will be responsible for the translation assistance of the following activities of the FREEDOM project:

- a. Development of a policy brief and conducting an in-person policy communication
- b. Development and delivery of a three-day residential training of trainer (TOT) program and three days of community practicum on Dialogue and Mediation
- c. Delivery of a one-day hands-on in-person training for female religious leaders on the use of digital meeting platforms and social media for community engagement,
- d. Mentoring and organising of a one-day online Dialogue and Mediation onboarding training
- e. Contributing to an in-person conference, on the role of female religious leaders in Dialogue and Mediation with the participation of beneficiaries of the program

Qualifications required by the translator is:

1. Advanced knowledge of the language; Sinhala or Tamil.
2. Excellent writing skills
3. Some experience in the translation and review process
4. Attention to detail
5. Able to work and communicate with female religious leaders

Annexure 2

**Quote for the Translator for the Female Religious Leaders for Dialog and Mediation
FREEDOM Project**

Name of the Consultant:

Contact Number:

Email:

Activity 1 -Policy brief development.
Objective: Translate the policy brief into Sinhala/Tamil
Time requirement: Policy brief development - 1 day
Daily consultation fee: Rs.
Activity 2 - Delivery of the policy communication workshop
Objective: Provide a simultaneous translation for the policy brief communications workshop into Sinhala/Tamil.
Time requirement: Communications Workshop – 1 day
Daily consultation fee: Rs.
Activity 3 - Translation of training module.

<p>Objective: Translate the developed curricula into Sinhala/Tamil.</p>
<p>Time requirement: Curricula translation - 2 days Transaltion during residential Training – 2 days</p>
<p>Daily consultation fee: Rs.</p>
<p>Activity 4: Translation during the FREEDOM training.</p>
<p>Objective: Simultaneously translate during the time of the workshop into Sinhala/Tamil.</p>
<p>Time requirement: Online training – 2 days</p>
<p>Daily consultation fee Rs.</p>
<p>Activity 05: Translation during FREEDOM online training</p>
<p>Objective: Simultaneously translate during the workshop into Sinhala/Tamil.</p>
<p>Time requirement: Translation during training– 1 day</p>
<p>Daily consultation fee: Rs.</p>
<p>Activity 06: Translation during FREEDOM Conference</p>

Objective: Simultaneously translate during workshop into Sinhala/Tamil.

Time requirement:

Translation during the conference- 1 day

Daily consultation fee:

Rs.

Signature

Date