Scope of Work
Interpreter English to Spanish, and Spanish to English
Period of Performance: September 2021 - August 2022

1. Context

About Teach For All
Teach For All is a global network of 60 independent, locally led and governed partner organizations and a global organization that works to accelerate the progress of the network. Each network partner recruits and develops promising future leaders to teach in their nations’ under-resourced schools and communities and, with this foundation, to work with others, inside and outside of education, to ensure all children are able to fulfill their potential. Teach For All’s global organization works to increase the network’s impact by capturing and spreading learning, facilitating connections among partners, accessing global resources, and fostering the leadership development of partner staff, teachers, and alumni.

About the Program
The USAID Regional Leadership For Change in Education Program (hereafter referred to as the “Program”) is being implemented by Teach For All with partner organizations Enseña por Paraguay, Enseña por Colombia, and Enseña Ecuador with the aim to expand to other countries in the region. The purpose of the Program is to improve the quality of education of marginalized and vulnerable children and youth in Latin American and the Caribbean (LAC), focusing on cultivating and developing leadership across different levels of the education systems.

The Program includes four main objectives:

1. **Recruit and select growing Fellow cohorts in expanded target areas.** Partner organizations expand the recruitment and selection of these cohorts of talented leaders from diverse backgrounds, academic disciplines and career interests to serve as Fellows to influence holistic outcomes of students in marginalized communities.
2. **Train and support Fellows to be effective teachers.** Partner organizations focus on the delivery of a comprehensive and holistic pre-service training and ongoing intensive coaching for Fellows.
3. **Implement alumni leadership strategies and community engagement activities.** The Program engages Fellows and alumni to work with students, teachers, and community members to contribute capacity to their systems at all levels.
4. **Strengthen the capacity of partner organizations while fostering regional learning.** The global organization enables partner organizations to strengthen their capacity to achieve results by fostering regional networks to share evidence of the implementation and convening spaces for dialogue and exchange.

By the end of the Program, each partner organization will have catalyzed their strengths while measuring impact on teacher effectiveness and collective leadership that will influence students’ outcomes at the classroom level. Specifically, main results will be around the effectiveness of the Fellows in the classroom, Fellow cohort growth, and the expansion of partner organizations’ reach within geographic clusters, marginalized youth engagement, and Alumni engagement in their communities and local education systems, measured by the data system in each country.

About the Interpretation Activities

The Program is constantly interacting with network partners in the Americas Region as well as with global stakeholders. These interactions have a diverse variety of topics regarding the objectives of the project, for example: the development of an item bank, a database, among others.
Teach For All will provide the interpreters background information before each virtual meeting, promoting the familiarization of the interpreter with the programmatic topics that will be discussed. It is expected that the interpreter is familiarized with the language that will be addressed in each virtual meeting.

2. Purpose

The interpreter(s) will provide simultaneous interpretation in live virtual calls, mostly on zoom environment in the following languages:
- Spanish to English
- English to Spanish

3. Activities and Deliverables

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<tr>
<th>Activity</th>
<th>Deliverable / Interpretation Specifications</th>
<th>Estimated due date</th>
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<tr>
<td>Simultaneous interpretation in virtual calls.</td>
<td>- Fluent simultaneous interpretations that promote natural conversation</td>
<td>1 week after the interpretation virtual meeting.</td>
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|  - virtual calls will be required by Teach For All as per requirements of the project | - Neutral background sound  
  - Proper internet connection to ensure fluent interpretation  
  - Interpreters will arrive at least 15 min before virtual calls for sound and app check | Period of performance: Interpreter(s) will have up to 50 available hours to dedicate as of Teach For All requirements from starting date until August 31st 2022. Note: Teach For All does not compromise to use 50 hours of interpretation. |

Interpreter(s) will deliver a timesheet with the amount of time dedicated to each virtual call monthly. Virtual calls might be recorded and documented by Teach For All.

4. Preferred experience and skills:
- Interpreter certification will be preferred (not required)
- Native speaker of English or Spanish
- Fluent speaker in conversational English and Spanish
- 2-5 years of experience as interpreter

Virtual calls are organized by Teach For All or our network partners in Ecuador, Paraguay, and Colombia,
5. Application and selection process
Interested candidates or teams of candidates must submit the following documents to consultants@teachforall.org by September 4, 2021:
- CV, including at least 3 professional references
- Letter of interest
- Cost proposal for firms and/or Biodata form for individuals. Cost proposal and/or biodata will be formulated on an hourly rate basis.

Teach For All will select candidates for an interview.

Based on the results of the candidate experience, qualifications, and interview, Teach For All will hire one of the candidates. If no candidates meet the established criteria, Teach For All will continue searching until qualified candidates are found.

Any questions about this opportunity can be sent to consultants@teachforall.org.

6. Interpretation Monitor: The consultant(s) will report timesheets to the Finance and Grants Manager of the Leadership for Change Program.