



## Terms of Reference

**Service: Short Term translator (English to Burmese, Shan, Kachin, and Karen)**

**Project: Culture for Peace Project – C4P**

### Background of LRC

The Local Resource Centre (LRC) is a locally registered Non – Government Organization which was founded in May 2008, after cyclone Nargis. The LRC currently operates through the main centre based in Yangon and regionally in Mandalay Region, Lashio for Northern Shan State, Mawlamyine for Mon, Hpa An for Kayin State and Dawei for Tanintharyi and Sittwe, Mrauk Oo and Myaybone in Rakhine State. The vision of LRC is to achieve an empowered and accountable civil society in Myanmar that is embracing diversity, actively promoting social inclusiveness and civic responsibility. The mission of LRC aims to empower civil society organizations (CSOs) by (i) promoting institutional strengthening through skills development and targeted information dissemination; (ii) at the societal level, LRC creates space and opportunities for CSOs to collaborate together with other relevant stakeholders to represent collective voices; and (iii) through broad-based dialogue and research-based evidence. LRC influences policy reform by establishing platform for advocacy for the civil society. The core values of LRC are neutrality, inclusiveness and positive reinforcement.

### Project Introduction:

The C4P Project is a collaborative project of the Local Resource Center (LRC) of Myanmar, Helvetas Intercooperation gGmbH (Helvetas) and Religions for Peace-Myanmar (RfP-M). Its objective is to contribute to a pluralistic, inclusive and peaceful society in Myanmar by supporting civil society organizations to play a prominent role in fostering intercultural dialogue, non-discrimination and respect for diversity.

A critical instrument to contribute to a pluralistic, inclusive and peaceful society is the project's Small Grants Program. It is foreseen that 100 grants are provided to Civil Society Organizations (CSO), each designed to allow CSO to implement their grant projects to contribute to a pluralistic, inclusive and peaceful society.

Key project sites include areas where LRC Centers are located in Kachin, Mandalay, Shan, Kayin and Rakhine.

The capacity development component of C4P uses a unique training of trainers approach in which a '**Pluralism Toolbox**' based on the experiential peace pedagogy is the core element. The toolbox is developed by HELVETAS, the Local Resource Center and Religions for Peace-Myanmar and with



inspiration and technical advice from an Artists Board.

The toolbox is available in five languages (Myanmar, English, Shan, Kachin, and Karen) and contains handy guidance sheets on 'culture for peace' activity options. It guides the sub-grant projects to be context-specific and at the same time, the toolbox ensures replicability of projects so that proven models of success can be adapted and utilized in other contexts. All these elements serve as input into the training of trainers which in turn capacitate local CSOs. As part of the activities, LRC will arrange for translation of the pluralism toolbox and training manuals.

**Objective of the service**

The main objective is to translate the Pluralism Toolbox of the Culture for Peace project from English to Burmese, Shan, Kachin, and Karen

**Main Task and Outputs (deliverables)**

Soft copies:

The existing English Version of Pluralism Toolbox (manual) translated into four languages of Burmese, Shan, Kachin, and Karen (about 250 Pages each).

**Timetable of service**

Date	Activity	Remarks
1 August	Received Document from LRC	
1 <sup>st</sup> - 20 <sup>th</sup> August –	Document Translation from English to Burmese, Shan, Kayin and Ka Chin	
22 <sup>nd</sup> August	Reporting, all translated document of Burmese, Shan, Kayin and Ka Chin	

**Qualifications**

The translator should have expert skills in spoken and writing from English into Myanmar, Shan, Kachin and Karen.

**Services Duration:**

1 August 2020 to 31<sup>st</sup> August 2020

**Contact points**

- Kyaw Zin Ko Ko, Program Coordinator, [programmecoordinator@lrcmyanmar.org](mailto:programmecoordinator@lrcmyanmar.org) is the focal person of this project
- Hlaing Zin Tun, HR Officer, [hr@lrcmyanmar.org](mailto:hr@lrcmyanmar.org)



## How to apply:

Interested and qualified candidates should send the following:

- 1) Application Form/ Proposal include cost frame?? ( cost for translation could be calculated by per page \_ approximately 250 pages each )
- 2) Cover letter, and
- 3) Sample translation of other language

to LRC at the following address: Local Resource Centre, No 99, 2<sup>nd</sup> Floor, Lamai Condo, Myay Nu Street, Sanchaung Township, Yangon or via email [hr@lrcmyanmar.org](mailto:hr@lrcmyanmar.org) and carbon copy to [programmecoordinator@lrcmyanmar.org](mailto:programmecoordinator@lrcmyanmar.org) .