



CAWN Volunteer Skills Assessment

Name: _____

Please read the volunteer role descriptions below and tick the box for the teams with which you would like to be involved. Email the completed form to info@cawn.org.

'On-Call' Translation Team

Description: CAWN needs assistance translating documents from English to Spanish and Spanish to English. Documents range in difficulty from policy briefs on femicide to manifestos written in Spanish by our Central American partners, newspaper articles on our work, and materials to be included on the web. Being both research and action based the documents we use are vital to CAWN's work.

Time Required: Our needs for translations vary from month to month- sometimes two or more documents a month and sometimes nothing. Documents range in length and difficulty. Emails are sent to the team when articles are needed. Work is divided within the team depending on volunteers' availability.

Skills Required: On-Call translators must be confident in their written Spanish skills and have the ability to accurately and professionally translate materials.

Location: Can be done from home

Writing Articles (ongoing)

Description: CAWN is looking for writers to contribute articles for our monthly Bulletin and for our website. Articles must be on economic, political and social issues affecting women in Central America and Mexico. For bulletins article word length is 150-200 words. For the web word length is flexible and documents can be included as attachments.

Time Required: CAWN is accepting article submissions on an ongoing basis.

Skills Required: Web & Bulletin Contributors must have excellent writing and editing skills in English and an interest in the current issues affecting women in Central America.

Location: Can be done from home

*****Please send in writing sample of no more than 1000 words.**

'On-Call' Events Team

Description: CAWN organises several events throughout the year which include lectures, speaking tours and film screenings. CAWN needs reliable volunteers around the time of these events to help at stalls, greet guests, publicise events and help the day of events with logistical support.

Time Required: Events could last anywhere from 1-5 hours. Events generally occur every two to three months.

Skills Required: Volunteers for the events team must be reliable and enjoy working with people.

Location: Event venues are in the London area

Research Team (ongoing)

Description: CAWN needs volunteers to research information to be included in our monthly Bulletins and bi-monthly Newsletters on news updates and recent publications surrounding women in Central America and Mexico. CAWN also needs support in researching UK & EP policies and legislation on areas we work around such as femicide. Researchers may also be asked to contribute summaries or brief articles on their research.

Time Required: Research will be project based. Research for the bulletin primarily falls the last week of the month and research on other CAWN projects happens throughout the year. Emails are sent to the team when articles are needed. Work is divided within the team depending on volunteers' availability.

Skills Required: Preferably volunteers will have previous experience in online research- but interest in issues surrounding women in Central American a must.

Location: Can be done from home or CAWN office

'On Call' Interpreters Team

Description: CAWN organises several events throughout the year many of which require interpreting. From Spanish to English or English to Spanish.

Time Required: Events could last anywhere from 1-5 hours. Events generally occur every two to three months. On-call volunteers will be emailed when opportunities arise and can participate according to their availability.

Skills Required: On-Call Interpreters must have an advanced to native level of Spanish and English with previous experience interpreting. Volunteers must be able to interpret at a professional level.

Location: Event venues are in the London area

'On Call' IT Support

Are you a CAWN fan who also happens to be computer guru? You can contribute to CAWN through your time. CAWN is seeking IT volunteers who can be contacted on an 'on-call' basis to answer questions and lend support to basic IT queries both by email, occasionally phone and office visits.