

Catholic Charities Diocese of Arlington
St. Martin de Porres Senior Center

Job Title: TRANSLATOR

Benefits:

- Help non-English-Speaking Senior Citizens find the help they need and make new friends at the senior center
- Communicate important information to vulnerable population
- Provide important documents in native language of participants

Responsibilities:

- Translate monthly calendar and newsletter
AND/OR
- Provide live translation at informative center events
AND/OR
- Help participants with their language skills
AND/OR
- Lead discussion groups in foreign language

Qualifications:

- Bilingual in English and one of the following languages:
 - Spanish
 - Farsi
 - Korean
 - Chinese
 - Amharic

Commitment:

- For document translation, two hours a month for a minimum of a year
- For live translation, as available

Hours of availability:

- For document translation, set your own schedule, may work from home
- For live translation, weekdays as needed and available during 9:30am-1:30 pm

Location: 4650 Taney Ave. Alexandria VA 22304

Contact: Maryanne Mundy, Activity and Volunteer Coordinator
mmundy@ccda.net

visit our website www.ccda.net