



PROJECT ADVERTISEMENT

SERBIAN INTERPRETER

USAID/CPS Peacebuilding Evaluation, Analysis, Research & Learning (PEARL)

Total duration of 11 days between February 23, 2024 and
March 29, 2024, based in Kosovo

February 2024



Introducing Integrity

Integrity is an ethical consultancy and service provider working in challenging and complex environments around the globe.

We help our clients succeed in fragile and challenging environments while building trust and understanding as the basis for transformative change. We work across all phases of the programme and project cycle, delivering eleven complementary services: monitoring, evaluation and learning / data and knowledge management / research, evidence and analysis / advisory / project management / communications / risk management / technical assistance / capability and capacity development / stakeholder engagement / grant and fund management. Our services are underpinned by the principles on which we were founded, a commitment to providing reliable information and evidence, and expert and high-quality delivery.

Headquartered in London and Washington DC, Integrity also has offices in Jordan, Kenya, and Pakistan. Our multi-national team delivers multi-year projects, programmes and consulting assignments to a wide range of government clients, international organisations, foundations and private sector clients.

VISION: To set the international standard for ethically delivered expert services in complex and challenging contexts.

MISSION: We use evidence and learning to provide trusted advice and enable change for a sustainable future.

VALUES:

- **Courage:** We work on many of the world's most complex problems. We stand against violence in all its forms. We are unafraid to stand up to illegal or unethical practices.
- **Objectivity:** We challenge conventional thinking. Our recommendations are not based on assumptions or ideology but evidence and learning.
- **Diligence:** We incorporate our best individual and collective intellect through rigour, reflection, and collaboration.
- **Accountability:** We take responsibility for the quality of our work and performance. We hold ourselves to account through clear policy and process, sustained by long-term profitability.
- **Sensitivity:** We understand the impact of our presence and our work, empathise with people's situations, and commit to do no harm.

ETHICS: Integrity upholds the highest ethical standards in our work, our employment of staff and our interaction with people. Through adherence to our core values, we ensure the best possible service, and benefit the communities amongst whom we work.

We commit to building a diverse and inclusive organisation where all feel safe and able to progress, contribute and be heard, regardless of gender, race, disability, age, sexual orientation, religion, marital or parental status.

Further information about Integrity can be found at www.integrityglobal.com.

Project Background

Integrity is leading the Peacebuilding, Evaluation, Analysis, Research, and Learning ([PEARL](#)) Activity for the USAID Bureau for Conflict Prevention and Stabilization's Center for Conflict and Violence Prevention (CPS/CVP).

Through PEARL, Integrity is conducting a Violence and Conflict Assessment (VCA) for USAID/Kosovo. Evolving conflict dynamics between Kosovo-Serbian and Kosovo-Albanian communities are currently impacting USAID reconciliation activities and the broader Mission portfolio in Kosovo. Therefore, the findings and recommendations from this assessment will impact USAID/Kosovo's approach to current and future reconciliation activities led by the Democracy and Governance Office (DGO). The assessment will also analyze institutional and systemic factors, social patterns and historical grievances that continue to prevent the full engagement of Kosovo's multiethnic society in the political process.

Integrity is recruiting an experienced interpreter / translator who is available beginning in February 2024.

Scope of Work

The consultant will act as a part-time Serbian–English translator and interpreter for the project. This will require knowledge and practical experience of translating relevant official and unofficial documents and reports, strong interpersonal skills, and simultaneous interpretation during interviews. This is a Short-Term Technical Assistance (STTA) position based in Kosovo.

Terms of Reference

- Provide full translation services (written and oral) as required by the project and the team.
- Translation of data collection tools from English to Serbian.
- Translation of key findings, report highlights etc from English to Serbian.
- Simultaneous interpretation during stakeholder interviews during fieldwork from March 4-29, 2024 (select days as required during that time period)
- Support in data synthesis sessions during and after fieldwork with the Assessment Team where needed.
- Any other tasks as assigned by the Team Leader or another member of the Assessment Team.

Your Experience and Expertise

- Bachelor's degree in a field relevant to economics, statistics, political science, international development, or related studies, or an equivalent number of years of experience.
- At least 5 years of interpreter/translator experience in the humanitarian or international development field.
- Experience using computer/data analysis software including Microsoft Office suite.
- Oral and written fluency in English and Serbian.
- Experience working in Kosovo.

- Good interpersonal skills, including the ability to work well with field-based local staff via telephone and e-mail.
- Ability to work for extended hours when required.

How to Apply

If you are interested in applying for this position, please complete the application form at <https://tinyurl.com/PEARL-apply> and attach a CV detailing your relevant experience.

The closing date for applications is **February 12, 2024**. However, we will review candidates on a rolling basis and the vacancy may be filled before this deadline. **We encourage early applications.** Please be advised that only shortlisted applicants will be contacted.

Integrity is an equal opportunities employer. We encourage applications from suitably qualified and eligible candidates, regardless of gender, race, disability, age, sexual orientation, religion, marital or parental status. We will respect your confidentiality and abide by UK / US data protection laws.