

Terms of Reference: Website translation to Spanish

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| Timings: | One-month project. Flexible start, sometime in March 2019. |
| Location: | Preferably based in Latin America, interviews to be conducted remotely (via Skype) |
| Hours: | Days/hours are flexible, based on agreed project proposal |
| Reporting to: | Layne Hofman, Project Manager, Tax Justice Network |

About Tax Justice Network

The [Tax Justice Network](#) is an independent international network, launched in 2003. It is dedicated to high-level research, analysis and advocacy in the area of international tax and financial regulation, including the role of tax havens. TJN maps, analyses and explains the harmful impacts of tax evasion, tax avoidance and tax competition; and supports the engagement of citizens, civil society organisations and policymakers with the aim of a more just tax system. TJN pursues systemic changes that address the international inequality in the distribution of taxing rights between countries; the national inequalities – including gender inequalities – that arise from poor tax policies; and the national and international obstacles to progressive national tax policies and effective financial regulation. Our objectives are:

- To eliminate cross-border tax evasion and limit the scope for tax avoidance, so that large corporations and wealthy individuals pay tax in line with their ability to do so
- To increase citizens' influence in the democratic control of taxation, and restrict the power of capital to dictate tax policy solely in its own interest
- To restore similar tax treatment of different forms of income, and reverse the shifting of the tax burden onto ordinary citizens
- To remove the tax and secrecy incentives that encourage the outward flow of investment capital from countries most in need of economic development
- To promote the role of tax and related legislation in supporting inclusive economic development, the relief of poverty, engaged citizens and more equal societies

Objectives of the translation assignment

To translate the Financial Secrecy Index website's English copy into engaging and easy to understand Spanish copy. This will include translating webpage copy, website menus, graph and chart legends and a selection of country narrative reports.

The editor will need to be able to exercise strong Spanish copy writing skills that go beyond producing direct translations of English copy in order to communicate technical economic terms in clear and simple writing.

Word count, timings and quote

- **Word count:** Approximately 21,400 words

- **Project duration:** One-month window in which the editor can allocate the needed number of working days (we estimate this to be around 15 working days)
- **Start date:** ASAP

The editor should provide a quote that includes a cost per word rate, an overall estimate based on the supplied word count and an expected number of days needed.

Skills and experience required

- Experience in translating English copy to Spanish copy, particularly web-based copy
- Ability to write clear and engaging Spanish copy that goes beyond a direct translation of English copy
- The ability to work well with a dispersed team and to manage your workload to meet strict deadlines
- Knowledge and understanding of economic issues, language, and terminology (*desirable*)

Instructions for submitting a proposal

For any questions relating to this tender, please contact Layne Hofman at layne@taxjustice.net.