BANGLA SERVICE CONSULTANT

TERMS OF REFERENCE

Transparency Maldives is seeking a Bangla Service Consultant to support the provision of legal advice and assistance to the Bangla speaking migrant community in the Maldives.

I. Organisation background

Transparency Maldives is a non-political organization that endeavours to be a constructive force in society by promoting collaboration and discussion on corruption, transparency and accountability. Our organization seeks to engage with stakeholders from all sectors (government, business, politics and civil society, among others) to raise awareness of corruption’s detrimental effects on development and society, improve transparency and accountability in governance, and eliminate corruption from the daily lives of people.

Transparency Maldives received formal government registration in 2007, and is the National Contact of Transparency International (TI) in the Maldives.

II. Project Background

Funded by Transparency International, the Advocacy & Legal Advice Centre (ALAC) is a separate Centre established within Transparency Maldives office to provide free legal services on corruption related complaints. Since 2012 ALAC has been assisting migrant workers in the Maldives (one of the most marginalised groups in the country) in accessing justice for various issues including human rights violations, immigration and labour related issues. In order to widen its reach, ALAC plans to launch Bangla Services to provide direct assistance to Bangladeshis – the largest migrant worker group in the Maldives.

The Consultant will be responsible for the effective management of ALAC’s Bangla Services.

III. Scope of work

1. Assist Bangla speaking workers in Maldives pursue corruption related complaints especially on immigration and labour related issues.

   - Ensure that ALAC’s Bangladeshi clients are provided with quality legal advice and assistance in accordance with the law by coordinating with the ALAC lawyers.
   - Proactively follow-up cases with clients and appropriate authorities.
   - Provide Bangla language support for ALAC staff when required.
   - Support and monitor the internal review mechanisms including holding of regular meetings to review cases.
2. Develop a campaign to Promote ALAC’s Bangla Services.
   - Develop awareness materials such as adverts, leaflets, posters, online materials etc. to raise awareness and promote ALAC’s Bangla Services.
   - Organize and conduct activities to provide ALAC services to Bangladeshi community in Maldives.

3. Assist ALAC staff in conducting outreach events.
   - Hold mobile camps in four islands.

4. Support ALAC advocacy efforts to use individual cases to bring about systematic change.
   - Develop advocacy points based on cases involving Bangladeshi workers to support broader advocacy efforts of ALAC.

IV. Key Results Expected
   - Relaunch and widen the scope/reach of legal assistance provided to migrant workers.
   - Conduct three mobile camps for Bangla speaking community.
   - Produce a position paper and other advocacy materials related to migrant worker issues.
   - Improved relationships with relevant authorities.

Geographical Scope: The Consultant will be based in Male’, Maldives for the duration of the Consultancy, with occasional travel to islands.

Duration of the consultancy: Three months, with expected start date in the first week of March 2015.

Qualifications or specialized knowledge/experience required:
   - University undergraduate degree or diploma, or a final year degree student, in Humanities, Social Sciences or related field,
   - Or three years of work experience in a related position.
   - Experience in written and oral translation work from Bangla to English and vice versa.
   - Excellent written, oral and interpersonal communication skills in Bangla and English.
   - Strong computer skills in MS Word and Excel.
   - Ability to work in a team.
• Ability to work with people from various background and context.
• A legal background or familiarity with legal concepts is highly desirable.

Accommodation, Flight and Visa costs will be covered by Transparency Maldives.

Application deadline: Monday 2nd February 2015

Interested applicants are kindly requested to submit a CV, covering letter, proposed fee, and names of two referees to Executive Director, Mariyam Shiuna at mariyam.shiuna@transparencymaldives.org