

**TERMS OF REFERENCE**  
Magey MP Project, Data Entry Volunteers

**Position Title:** Data Entry Volunteers

**Minimum period of commitment:** 3 weeks

**Application deadline:** 1400 hrs, 4 November 2018

## **1 – Organisational Background**

Transparency Maldives (TM) is the national chapter of Transparency International in the Maldives. Formed in 2007, TM is a locally registered non-partisan organisation that seeks to promote good governance and anti-corruption in the Maldives. TM undertakes research, advocacy, legal reform work, nationwide education campaigns and public commentary on a range of areas including democratic governance, human rights, migrant worker rights, gender equality, and climate finance governance.

## **2 – Magey MP Project**

Magey MP Project seeks to connect constituents, media, and civil society organisations with their members in the parliament by developing an online database that provides parliamentary information such as attendance and voting records, asset declaration information, and their policy positions on key issues. The objective of the database is to increase transparency and engaged citizenry to hold politicians accountable using the information available and to deter corruption and encourage integrity in the parliament.

## **3 – Position Summary**

Data entry volunteers will have the opportunity to work with TM on the first database in the country that will provide information on voting patterns and how MPs have voted on legislations. Volunteers will report directly to the Magey MP Project team, and are required to undertake research and collect the necessary information for the database. Specific tasks include:

- Research and data collection of 117 parliamentarians who served from 2009 - 2019.
- Scan and data collection of 185 legislations that have been passed from May 2010 - Sep 2018.
- Data entry of voting details of how 117 MPs had voted on 185 legislations.

## **4 – Learning Opportunities**

Volunteers will have the opportunity to:

- Understand Transparency Maldives' general work and focus areas.
- Understand the legislative functions of the Maldivian parliament and MPs' role in upholding democratic values.
- Understand different voting modalities and voting behaviour.

## 5 – Qualifications

The volunteers will have:

- Interest in democracy, human rights, and governance.
- Excellent oral and written communication skills in Dhivehi and English.
- Experience in research and analysis, or willingness to learn.
- Solid knowledge of office applications and internet.
- Ability to work in a time-constraint, under-pressure environment.

## 6 – Application Procedure

To apply for the position, please email the following **before 1400 hrs, 4 November 2018**, to [ahmed.naeem@transparencymaldives.org](mailto:ahmed.naeem@transparencymaldives.org):

- A cover letter clearly expressing why you are interested and suitable for the volunteer opportunity.
- Curriculum vitae (CV) with your contact details.