

Translation Volunteer

*Location: Waterloo, Waverly, Mason City*



**FRIENDS**  
**of the FAMILY**  
**Take Back Tomorrow. Today.**

**Reports to: Community Engagement Manager**

**Dates/ Hours Anticipated: Varies, Flexible, Remote Work Available**

**Job Summary:**

Friends of the Family is dedicated to providing quality services to person regardless of race, color, ethnicity, national origin, age, sex, gender identity and expression, sexual orientation, ability, marital status, socio-economic status, and religion. We want to Provide paperwork to clients in their preferred language. This will help eliminate the language barriers between clients and staff.

**What You Will Do:**

- Translate FOF paperwork from English to desired language (Spanish, French, Bosnian)
- Proofread and edit existing FOF paperwork including client intake paperwork and experience surveys

**Job Qualifications and Competencies:**

- Bilingual in English and desired language (Spanish, French, Bosnian)

**For more information or if interested, please email Madison Gaffney, Community Engagement Manager, at [madison@fofia.org](mailto:madison@fofia.org) with the subject line "Translation Volunteer".**