

Center for Intercultural Dialogue and Translation

CIDT contributes to better understanding between peoples of different cultures with translations to and from Arabic, as well as, through other local projects. CIDT contributes to reports that Arab-West Report publishes and these in turn contribute to a better understanding of Muslim-Christian and Arab-West relations, so that greater education can lead to peace. IDEAS values CIDT as a partner and works toward holistic transformation in the communities of Cairo.

Job Title: English Language Editor

Project Location: Cairo, Egypt

Length of Initial Assignment: Two years

Essential Job Functions:

- Editing English translations from Egyptian newspaper articles, as well as, internal reports and documents produced by staff
- Managing our web content system to ensure all materials are made available online, and saved on our internal server

Required Skills / Abilities:

- Command of English language, grammar, academic norms
- Knowledgeable of office equipment, familiar with basic CMS
- Organized, precise, possessing attention to detail

Required Language or Training for Project Location:

- English language fluency
- Arabic familiarity helpful, encouraged to develop over time

Educational Requirements:

- University graduate
- Middle Eastern, religious studies helpful

Required Professional Experience:

- Two years related experience

Special Requirements for Country or Project Eligibility:

- Vibrant spiritual life
- Lives a healthy lifestyle to include social, intellectual, physical and spiritual areas.
- Ability to lift and carry 50 pounds up 2 flights of stairs

Compensation: Donor Development

