



Volunteer Opportunity: Interpreters for the ICADV Legal Clinic

The ICADV Legal Clinic seeks part-time, as-needed, unpaid volunteers fluent in Bosnian, French and Mandarin. As a volunteer, you will assist with oral and written communication with a survivor and written translation of applications, legal pleadings and supporting documentation for cases. We welcome volunteers with one-time or ongoing availability.

As a volunteer language interpreter, you will provide:

- Written translation of standard, template documents including but not limited to retainer agreement, immigration application forms, financial questionnaire, informational one-pagers, etc.
- Written translation of confidential client communication such as letters and court filings, which require quick turnaround.
- Written translation of confidential client affidavits and supporting documentation including but not limited to personal story and affidavits for immigration cases, affidavits for custody cases, letters of support.
- In-person or telephonic interpretation of attorney-client appointments and phone calls
- In-person translation of client interviews with immigration officials

If this is a position you are interested in volunteering for or would like more information, please e-mail a cover letter and resume to Isabel Martinez Santos, co-director of Legal Services, at isabelms@icadv.org or 515-244-8028.