



**PYXERA**  
GLOBAL

The New Frontier of Global Engagement

**PYXERA Global**, an NGO based in Washington, DC, will be managing a Global Pro Bono program in Florianopolis, Brazil, scheduled to take place from August 13 to September 7, 2018. PYXERA Global is seeking university students currently residing in Florianopolis, Brazil to provide interpretation/program support services for the team of corporate volunteers staying in Florianopolis.

The selected interpreter(s) main responsibilities will include, but may not be limited to, the following:

#### ACTIVITIES

- Sequential Interpretation (both ways; Portuguese/English) during the Welcome and Final Events.
- Sequential Interpretation or written translation during the program (August 13-September 7, 2018) during regular working hours (e.g. 9am-5pm).
- Research Assistance and Facilitation in Meetings and Interviews.
- Coordination of program activities with PYXERA Global and Local Client Project Coordinators

#### KNOWLEDGE AND SKILL REQUIREMENTS

- Ability to work with cross-cultural teams
- Native Portuguese speaker, with excellent English speaking and writing skills
- Strong organizational, facilitation, and communication skills
- Reliability and time-flexibility
- Currently pursuing or recently completed a university degree (Preferably in International Studies, Business, Journalism, Communications, Languages, and Corporate Social Responsibility)

#### TO APPLY

To apply, please send to Isabela Coelho at [icoelho@PYXERAGlobal.org](mailto:icoelho@PYXERAGlobal.org) the following documents by July 2<sup>nd</sup>, 2018:

- Resume in English
- Cover letter in English
- 3 Writing Samples

The email title should state: **“Project Assistant – Florianopolis, Brazil”**

#### PRE-SELECTED INTERPRETERS/PROJECT ASSISTANTS

Pre-selected trainees will be interviewed via Skype or in person in Florianopolis  
Compensation will be USD \$ 650 for up to 4 weeks (or 20 working days)