



**African Library &
Information Associations
& Institutions**



Job Specifications for the French Facilitator/Translator

The Project

The stated objectives of the grant which the French Facilitator will work towards, using a training course to achieve are as follows:

1. Using French to train at least 75 information professionals in the African library sector from 10 African French speaking countries+;
 - On how to effectively open up and link knowledge by making their library collections more visible through **Wikidata**,
 - On how to use **Wikidata** for uploading meta of collections in bulk, manipulation of the data of collections via platforms like the SPARQL Query Service and increasing the reach and access of the unique collections of African libraries
 - Pathways for connecting their collections through linking local metadata with a network of global metadata using **Wikidata**.
 - The use of **Wikidata** as a database and a visualization tool for mapping knowledge
 - The use of **Wikidata** to describe the structure of information resources as well as how to change bibliographic description to structured data using **Wikidata**
 - On how to integrate **Wikidata** into other Wikimedia projects

2. Assist French speaking project participants to step-down skills learned to their user communities through at least 4 hybrid **Wikidata** edit-athons across Africa.

3. Nurture relationships between French speaking Wikimedia communities in Africa with AfLIA and African Libraries. This is expected to lead to:
 - a. collaborations with librarians during and after the life-cycle of the project

b. presentations in French at Wikimania and Wikiindaba

Skills we would like you to have

- Bilingual (English and French)
- Effective writing, translation and communication skills in French
- Experience translating and communicating with audiences in French
- Experience providing effective training in French on **Wikidata** and sister projects, digital research or similar digital skills, especially for adult learners
- Experience with community organizing or facilitating professional-public collaboration in French speaking African countries
- Experience with facilitating digital training and using digital platforms and tools like Moodle, Blackboard etc.

It would be even better if you had

- Experience doing training, communication or other activities in French with information professionals in the library sector in the African context
- Experience with evaluating the learning needs of French speaking African countries
- Deep hands on experience with Wikimedia communities, especially in French speaking African countries
- Experience working with the Wikimedia communities in French speaking African countries

What we would like you to do in the project:

Therefore, the job specifications of the French Facilitator/Translator will be to:

1. Work with the Course Manager/Facilitator to ensure that the developed modules/instructional design and training materials for online learning on **Wikidata** fits in with the learning needs of information professionals in the library sector of French speaking African countries.

2. Work in tandem with the Course Manger/Facilitator and the project team to translate all training materials into French.
3. Submit the translated training materials with timelines, grading plan and publicity materials to the Executive Director, AfLIA at the stipulated time
4. Work with the Course Manager/Facilitator and the project team to ensure that all materials are uploaded to the Learning platform in the correct order
5. Work in tandem with Course Manager/Facilitator to effectively manage French speaking participants (on and offline) **to ensure higher participation and completion rates among participants.**
6. Work with the Project Team in to develop publicity materials in French about the value and importance of **Wikidata** in linking up structured data and making library collections more visible as well as those that will make French speaking information professionals in the library sector curious and ready to be part of the upcoming training programming
7. Work with the Course Manager/Facilitator in ensuring that French speaking African librarians are a part of the entire learning experience
8. Run/facilitate a training course in French with the training/learning materials deployed on AfLIA's Moodle platform for **2 Cohorts with each running for a period of 6weeks for a minimum of 75 French speaking information professionals** in the Library sector.

Also;

9. Create connections or partnerships with existing Wikimedia communities and affiliates in French speaking African countries to provide an immersive experience (mentorship and support opportunities) after completion of curriculum.
10. Connect course participants to Wikimedia communities in their different French speaking African countries.
11. Assist and play a central role in helping French speaking participants understand how to cultivate relationships with local Wikimedians in their own communities.
12. Facilitate the organization of at least four **Wikidata** outreaches/edithatons with the French speaking participants of the course (two with the first Cohort and two with the second Cohort).

13. Work with the Course Manager/Facilitator to submit reports of the training course midway and at the end of the program.
14. Work with the evaluators where necessary in reaching and communicating with the French speaking course participants.
15. Any other activities or work to make the project successful.