



Call for Virtual Conference Spanish & Arabic Language Assistant Coordinators

SASA is looking for Spanish and/or Arabic-speaking individuals who want to make a difference in Ancient Studies as Virtual Conference Spanish & Arabic Language Assistant Coordinators. Our three annual Virtual Conferences to date have been great successes, with academic presentations by presenters on the margins of academia, excellent workshops and roundtable discussions about problems in Ancient Studies, and renowned keynote speakers. Each has been live streamed over the course of 2 days. There were over 17,000 views during the recent Summer 2023 conference! See the web page here: www.saveancientstudies.org/virtual-conference.

Position Description:

These are volunteer (unpaid) positions to work with the Virtual Conference team to be the main liaisons to Spanish- and/or Arabic-speaking organizations and individuals who may participate in the 2024 Virtual Conference in both spoken and written form. The Assistant Coordinators will also lead the translation of materials for the 2024 Virtual Conference into Spanish and/or Arabic. Materials include calls for papers, social media blasts, planning, and forms.

The Language Assistant Coordinators will be working closely with the Virtual Conference team, which is comprised of a Team Leader and established volunteers and interns. The primary focus of this position is acting as liaisons, but Language Assistant Coordinators may also recruit presenters and moderators, translate and distribute original materials, and help organize and produce the conference.

This position is most well-suited for someone seeking to enhance their experience with nonprofit work, conference organization, and/or language translation and accessibility.

Responsibilities:

- Recruiting presenters and moderators
- Liaising with other organizations
- Seeking partnerships with other organizations in connection with SASA's Outreach Team
- Translating materials into Spanish and/or Arabic
- Assisting in running the conference during the live conference
- Liaising between presenters/moderators and the Virtual Conference team as necessary
- Liaising with other SASA teams as necessary
- Other duties as assigned

Necessary skills:

- Proficiency in Spanish and/or Arabic
- Excellent organizational, planning, and writing abilities
- Excellent interpersonal skills
- Ability to work and communicate effectively remotely
- Ancient Studies interest beneficial but not required

To apply, please send your resume and cover letter to recruitment@saveancientstudies.org. Applications will be reviewed on a rolling basis.

About SASA

SASA is a non-profit organization, tax exempt under IRS code 501(c)(3). Save Ancient Studies Alliance works to promote the study of the Ancient World and engagement with our human deeper pasts. Building a grassroots movement through outreach, collaboration, accessibility, and public scholarship, we work toward our goal of inspiring a wide, inclusive community of scholars, learners, and students.

At this time, all positions with SASA are unpaid, including management, volunteers, and interns, save for some few project positions paid for through grant funding. Since work for SASA is all done remotely, we take a proactive approach to supporting our volunteers and interns. Our goal is that internships with SASA are mutually beneficial, such that volunteers help work on various SASA projects and gain experience in multiple areas, learn skills, gain knowledge, and build connections with numerous people in Ancient Studies and the nonprofit world. Interns work alongside volunteers with more experience and under the guidance of our Team Leaders and the Director. Our work atmosphere is exploratory and collaborative. We all enjoy the company of people who have varied backgrounds and interests of all ages, and who are passionate in their pursuits.