



CAMICB Seeks Assistance in Translation of CMCA Examination

Volunteers are at the heart of the Community Association Managers International Certification Board's work. Because of the contributions of volunteer time, talent and expertise, CAMICB is able to develop and administer the CMCA certification program according to best industry practices, supporting an organizational commitment to a high level of professionalism in the field of community association management.

CAMICB is seeking assistance from active community association managers – preferably those who have earned the CMCA credential – who are fluent in Latin American Spanish and English to assist in the translation of the CMCA examination from English to Latin American Spanish, to facilitate delivery of the exam to Spanish-speaking candidates in and outside of the United States. Spanish-speaking subject matter expert volunteers will play an important role in this process, sharing their community association management knowledge and expertise by working with the CAMICB Exam Development Committee (EDC) to ensure that CMCA exam content quality, validity and reliability are retained as the examination is translated into Latin American Spanish.

Translation of the CMCA exam into Latin American Spanish is being overseen by a professional translation firm. Volunteers will be reviewing an initial translation of the exam to determine that the translation is clear, accurate, and will convey key concepts effectively to an individual whose primary language is Latin American Spanish.

Volunteers should be proficient in reading, writing, and speaking Latin American Spanish, as well as English, and have experience in document translation. In addition, volunteers should have professional expertise in and a comprehensive understanding of the community association management profession.

Volunteers participating in this effort will have an opportunity to gain an understanding of the CMCA exam development process and an excellent opportunity to build their professional networks as they work with EDC members and other subject matter experts to advance this project.

It is anticipated that most of the work on this project can be accomplished virtually, with volunteers working remotely in partnership with colleagues, translation professionals, and CAMICB's exam development partner, HumRRO.

Expectations of volunteers:

- Experience and expertise in professional community association management. CMCA preferred but not required.

- Respond in a timely manner to requests from the EDC and project leads to review and translate exam questions and text into Latin American Spanish.
- Participate in conference calls and/or virtual working sessions, as scheduled.
- Participate in one or more in person meetings if necessary. Expenses for participation in in person meetings will be fully reimbursed by CAMICB.

We hope to complete this project not later than June 30, 2019.

If you are interested in pursuing this volunteer opportunity, please submit a brief statement of interest to info@camicb.org including a short summary of your professional experience by November 15, 2018. Please highlight any experience – particularly experience in translation of educational materials – which you feel might be of particular use in this project.

Questions about this opportunity may be submitted to CAMICB Executive Director John Ganoe at jganoe@camicb.org.

Thank you for your consideration.

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