



REQUEST FOR PROPOSALS Consultancy

Translation, Technical Writing and Editorial Review French Adaptation of the Terminology Guidelines for the Protection of Children from Sexual Exploitation and Sexual Abuse MAY- DECEMBER 2026 (25-30 WORKING DAYS)

ORGANIZATIONAL BACKGROUND INFORMATION

ECPAT International is a global network of organizations working together for the elimination of the sexual exploitation of children and adolescents in all its forms, including their exploitation in prostitution, online sexual exploitation, sale and trafficking for sexual purposes, sexual exploitation in travel and tourism, and some forms of early and forced child marriage. The ECPAT network currently comprises 143 members working at the national and local levels in a total of 115 countries.

BACKGROUND OF THE PROJECT

Words matter because they affect how we conceptualise problems, prioritise issues, and forge responses. Inconsistent use of language and terms can lead to inconsistent laws and policy responses on the same issue. Confusion in the use of language and terms can impair and undermine advocacy work and translation of the terms into different languages introduce further challenges. To address this, an Interagency Working Group composed of 18 international organisations was established in 2014 to analyse and clarify terminology used in this field. This process led to the development of the Terminology Guidelines for the Protection of Children from Sexual Exploitation and Sexual Abuse, which were adopted in January 2016 and have since been translated into eight languages.

Since their adoption, the importance of consistent terminology has gained increasing recognition globally. At the same time, the context surrounding the sexual exploitation and sexual abuse of children has evolved significantly, particularly due to rapid technological developments and the emergence of new forms of technology-facilitated abuse. In response to these developments, a second edition of the Terminology Guidelines was launched in April 2025. The updated edition reflects advances in international law, research, and practice, and places greater emphasis on cross-cutting considerations such as gender, intersectionality, and the importance of avoiding victim-blaming language. The revision process also included engagement with individuals with lived experience of childhood sexual exploitation and abuse.

To ensure the effective dissemination and use of the updated Guidelines, adaptation into additional languages is necessary. Such adaptation requires more than direct translation, as it must account for linguistic, cultural, and legal nuances to ensure the terminology remains accurate, child-sensitive, and meaningful across different contexts. The revised Guidelines aim to provide a common reference framework for professionals, policymakers, and practitioners. Therefore, adaptation into other languages - including French - is an essential step to support the effective dissemination and use of the updated Guidelines compared to the 2016 edition. The French adaptation of the second edition is being supported through a dedicated consultation and

review process by a group of like-minded organisations to ensure the terminology is appropriately contextualised for French-speaking audiences.

OBJECTIVE AND SCOPE OF THE CONSULTANCY

The overall objective of this consultancy is to provide technical and writing support to the French adaptation process of the Second Edition of the Terminology Guidelines for the Protection of Children from Sexual Exploitation and Sexual Abuse by documenting discussions, consolidating conclusions and ensuring that agreed adaptations are accurately reflected in the translated text. The Consultant will perform the following tasks:

1. Translating newly added and revised sections of the second English edition of the Terminology Guidelines into French, ensuring consistency in terminology, tone, and style with the existing first edition in French.
2. Support the documentation and technical drafting process of the second edition by:
 - Attending key meetings of the French Interagency Working Group facilitated by the ECPAT team and taking detailed notes;
 - Summarising key points of discussion, agreed terminology adaptations, and outstanding issues;
 - Compiling and organising inputs from working group members to inform revisions to the translated text.
3. Support the review, updating and refinement of the French adaptation of the Second Edition of the Terminology Guidelines by:
 - Reviewing the French translation of the Terminology Guidelines to ensure that agreed adaptations and conclusions from the working group discussions are accurately reflected;
 - Proofreading the translated (new) text to identify overly literal translations, inconsistencies, or areas requiring clarification;
 - Supporting the incorporation of agreed terminology and concepts into the translated text while maintaining fidelity to the original meaning and readability in French.
 - Updating references, terminology, and examples throughout the full text of the French Terminology Guidelines to ensure alignment with newer standards, guidance, and evolving preferred language (for example gender-neutral language).
 - Supporting the project team in consolidating feedback from working group members into the evolving draft of the second edition of the French Terminology Guidelines.

TIMEFRAME

It is expected that this consultancy will require a maximum of 25-30 working days to be carried out between the months of May-December 2026. The Consultant will be home-based.

PROFILE OF THE CONSULTANT

Skills and experience:

- Demonstrated experience in translation, editing, proofreading, or adaptation of policy, guidance, or technical documents, including work involving terminology harmonisation.
- Strong analytical and critical thinking and excellent writing skills.
- Experience in incorporating feedback and insights from various individuals and gathering from multiple sources in one cohesive piece.
- Experience reviewing and refining translated texts to ensure clarity, readability, consistency, and accuracy.
- Familiarity with child protection issues, particularly issues related to the sexual exploitation and sexual abuse of children, is highly desirable.

Knowledge:

- Advanced degree in relevant field.
- Understanding of terminology, policy, or legal frameworks related to child protection or human rights.

Ability:

- Ability to synthesise large amounts of information.
- Handle confidential data and information.
- Excellent French language skills (written and spoken).
Excellent proofreading and attention to detail.
- Excellent time management skills.
- Experienced and comfortable in collaborating with a broad range of people from different cultures.

COMMITMENT TO PROTECTION

ECPAT is committed to ensuring children and adults engaged with our organizations are safeguarded from any form of sexual abuse and sexual exploitation. The consultant is required to act at all times according to ECPAT's values and principles and in compliance with our policies and procedures, including Child Safeguarding and our Code of Conduct. This position will have no direct contact with children.

APPLICATION PROCESS

Interested individuals should submit the following:

- A brief expression of interest (max. 1 page) and CV
- Indication of your daily fee (USD)

Email to vacancy@ecpat.org no later than **20 May 2026** with in the subject header your name and "TG French".

Due to the high volume of applications, we receive, we are not able to respond to every application. If you have not heard back from us within 3 weeks from the deadline, it means that your application has not been successful.