

ITI Spanish Network Subsidised One-to-One Mentoring Scheme

The ITI SpanNet Mentoring Scheme aims to allow more experienced ITI Members and Associates to offer supervised translation practice to less experienced Associates and Affiliates of the Institute who are new to professional translating or who want to improve the quality of their work. The aim is to share ideas, experience and goals – it is not intended as a job placement tool or exam preparation exercise.

STRUCTURE

The structure is a “commented translation” format where the Mentor provides 6 texts of 400-500 words, which the Mentee translates, adding a detailed commentary on the challenges met, resources used, etc. The Mentor then reviews the translations and provides feedback and advice.

MENTOR REQUIREMENTS

Mentors must be FITI/MITI/AITIs with a minimum of 5 years’ professional experience.

MENTEE REQUIREMENTS

Mentees may have any length of professional experience, but in the unlikely event of over-subscription, preference will be given to those Mentees at the “How do I know I’m good enough?” stage, post BA/MA and not yet professionally established.

PAIRING

Every effort will be made to pair Mentors and Mentees according to the Mentee’s specific requirements and the Mentor’s experience/expertise in the Mentee’s preferred field.

TIMING

The aim is to complete one task per month over approximately 6 months. Each pair is free to arrange deadlines and the content of the tasks according to individual needs and capacities, but the 6 sessions should be completed within the calendar year at the latest.

PAYMENT

Mentees: the cost of 6 sessions is £90, payable in advance to SpanNet.

Mentors will be paid £180 for the 6 sessions – £90 from the Mentee and £90 from SpanNet funds – on completion of the scheme.

MENTOR’S TASKS

1. You will prepare 6 texts of 400-500 words for translation by your Mentee on the basis of one a month. It is recommended that these be actual tasks you have undertaken in a professional capacity (and that you have adapted to make anonymous, asked the client’s permission to use, or are in the public domain). This means you will have a professionally “fit for purpose” translation, accepted and paid for by a client, to compare with your Mentee’s work; and it will

also allow the Mentee to form a clear picture of exactly what level of professional practice is acceptable in the current market.

2. Once you have received your Mentee's details you will make the initial contact, and upon agreement to work together you will send them the first task and arrange a delivery date.

You may provide the Mentee with an idea of the client profile, purpose of the translation and any other information you feel is relevant to the job. If you wish, you may also suggest reference material and related documents, on-line terminology sources, etc.

3. When the work has been returned you will then spend **one hour** reviewing the Mentee's translation. The corrected translation, together with feedback, advice and answers to any questions, should be returned to the Mentee preferably within one week of submission. You may also send the Mentee your original translation so that they can compare it with their own work.

4. You will then set the next task and delivery date for the following month.

MENTEE'S TASKS

You will submit a translation, together with a commentary highlighting any difficulties or problems and explaining what research was done, why certain words were chosen over others, etc. This is a professional task, so the emphasis will be on the pragmatics of what to do and where to search for terminology, reliable background sources, etc.

You will undertake to complete the tasks provided by the Mentor by the agreed dates.

GENERAL

Any Mentor and Mentee are free to make private arrangements to continue training beyond the initial six months on a basis agreed professionally between them, but for the purposes of this scheme only six sessions will be arranged through the Spanish Network's subsidised scheme.

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