



Volunteer Role Description French Volunteer Translator

Responsible to

Molly O'Duffy - Ethos Development Officer

Other Key Relationship

Sarah Williams - Volunteer Officer

Overall purpose of the role

Translate a short questionnaire for parents in Educate Together schools about the ethos of the school. This is part of an innovative ethos self-evaluation that Educate Together is carrying out with its schools, in an effort to ensure that the Educate Together ethos is as strong as possible in every school in the network. From time to time you may be asked to amend the document for other schools

Keys areas of work

- Meet with the Ethos Evaluation Officer to run through the document and address any queries
- Read the english version of the piece to be translated thoroughly
- Write the translation, keeping to the same format if at all possible
- Liaise with the Ethos Development Officer in order to send through final translation
- Ideally, ask a second person who speaks your native tongue fluently, to proof-read the document

Place of Volunteering

Your own home, with the possibility of meeting in the Educate Together national office in Dublin 12 or a location more convenient to you.

Hours of work

We imagine that this piece of work will take approximately 3 - 5 hours in total.

Note: Ideally we would like to complete this piece of translation work by the first week in March 2011 if possible

For more information about the role or how to get involved, please contact Sarah Williams, Volunteer Officer on 01 429 2500 or volunteer@educatetogether.ie

Some possible benefits of Volunteering for this role

- a fun way to find out more about Educate Together while also helping out
- it's a short term, low key activity which will really help to enhance our school's engagement with parents who do not speak English as a first language
- Free coffee if you come to the office!!