

## The ITI Network and Regional Groups meeting held at the University of Kent Saturday 16 April

Shirley Barrett and I attended for the Surrey Regional Group. The notes below are not intended to be a full summary of the meeting (the minutes will be available on the website in due course) but just a few salient points that I think may be of interest to members of our Group

### Discussion items from the meeting

#### a) new Regional, language and subject groups formed

The following are either new groups or formerly inactive groups that have recently been revived:

Construction & Environment (Betti Moser who is a member of our group is convener)

Business Translators, Wales (this is a regional group of professional translators living in Wales, not translators into/out of Welsh who have their own association)

Food & Drink Network (currently just an e-group)

Russian

Eastern European

Scandinavian

West Midlands

#### b & c) netiquette, job posting and code of conduct, inclusion of members of other organisations in ITI e-groups

This does not affect us directly as we do not have an e-group. The main issue of concern was the inclusion of non-ITI members in e-groups where jobs are posted on the e-group. It was agreed that groups which do allow non-ITI members to join should insist that they accept the ITI Code of Conduct if they are accepting work via the e-group. Various ways to enforce this were discussed. This does not affect us directly as we do not run an e-group. However, the principle underlying it does affect us if we pass on work to non-ITI members. We should be careful of two things:

- we should only pass on work to translators who agree to abide by the ITI Code of Conduct;
- we must not mislead clients by letting them think individuals are ITI members when they are not.

#### g) membership of regional groups – signing up people from outside catchment area

This was discussed particularly in relation to LRG. A concern had been expressed by someone not at the meeting about whether it was right for groups to sign up people from outside their “catchment area”. Consensus at the meeting was that this should not really be seen as a problem. There are valid reasons relating to transport issues as to why people may want to join different regional groups. In Surrey we have several members who also belong to LRG and I see this as a positive thing as we can sometimes join in each other’s activities e.g. Tax workshop/brewery visit on 20 May

and country walk on 9 July, both LRG organised events to which our members have been invited.

#### Any other business

##### 1) Membership cards

A proposal to have an ITI membership card has been put on hold for the time being.

##### 2) Repeating/sharing events

We are asked to let Joanna Waller know of any successful and interesting speakers, venues, events etc that we run in the different groups, which could perhaps be usefully repeated in other Networks and regional groups.

#### Other items of interest from the weekend

##### New ITI job posting scheme

A new scheme has been organised with Corporate ITI members, allowing them to post available jobs on the ITI website. This will be launched next month. **It will be open to MITIs, associates and students.** Corporate members will post the job in a special section of the members' area of the website stating: language combination + subject + deadline. A translator can then click on the subject for more details and respond to the agency if they are interested in the job. There will be no bidding involved. The transaction will be simply agreed between translator and translation company in the normal way. The only companies offering jobs will be Corporate members. The scheme will operate in real time and the intention is that the agency will remove the job from the site as soon as it is placed.

This looks potentially very interesting, especially for members who are relatively new to the business and still building up their clientele. ITI will monitor how it works and hope to resolve any problems/ refine the system after it is up and running.

##### Peer Support

The ITI runs a Peer Support (mentoring) scheme for new members of the profession who are members of ITI.

Item in Bulletin November/December 2004. Contact Parveen Mann at the office (membership @iti.org.uk) if you are interested.

##### Professional Development Courses and Continued Professional Development

Emma Wagner is the ITI Education Officer and she gave us a very interesting and useful presentation on the Professional development Courses and Continued Professional Development.

The ITI PDC comprises 5 modules:

1. Language skills
2. Subject specialisation
3. Business practice
4. IT & equipment
5. Personal skills

Each module comprises 12 hours and the cost is £143 per module. The courses are run by ITI at the University of Westminster. You can take the whole course or individual modules as you wish. **The IT module is on 23/24 April and there are still places available on this** (contact the office if you are interested). The cycle will start again in autumn 2005. The possibility of offering the modules via e-learning at some time in the future was discussed.

Continued Professional Development is for all of us. We were all sent a copy of the CPD form some time ago in the Bulletin, though if the attendees at the meeting were anything to go by, to say the least we have not been very diligent about filling them in. Many of us are engaging in professional development without giving ourselves the credit for it. In our own self interests, we should be doing this:

- for students and associates it can help you upgrade to MITI;
- helps with job applications for staff posts;
- for MITIs who want to apply for Chartered Linguist status in 2 year's time, you will have to show evidence of CPD over 2 years.

Anyone who has lost their form can download a copy from the website.

#### Other opportunities for learning

Joanna pointed out that Microsoft online tutorials in the use of Powerpoint and Excel are very useful and free.

#### ATL

ATL is the newly formed Association for Terminology and Lexicography. It will be holding an event in London on 17 June. Details will be advised later.