



**CORPORATE TRANSLATOR
VOLUNTEER PACK**

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INTRODUCTION TO THE TRUSSELL TRUST

Here at the Trussell Trust we put the wellbeing and dignity of those who need to use food banks above everything else. Now more than ever we see the far - reaching help needed across different communities, including many for whom English isn't their native language.

Volunteer translator roles were introduced in 2020 to translate food related documents that the food banks can use. These roles are valued for the compassion and dignity that the translated documents provide to people who find themselves in difficult circumstances.

If you have language skills, want to be part of a charity tackling injustice and poverty, and are looking for a flexible role that can be done outside normal working hours, the volunteer translator role is a perfect opportunity for you. This is a flexible role which allows you to support our cause from home with no requirement to travel. We are seeking people who are keen to be involved in a diverse range of translation and who are happy to give their time as and when resources are needed.

The languages that we have identified as key languages for resources are:

- Arabic
- Bengali
- Cantonese
- French
- Gujarati
- Mandarin
- Polish
- Portuguese
- Punjabi
- Romanian
- Spanish
- Urdu
- Welsh

If you're a fluent reader, writer and speaker of any of the above languages, then we'd love to invite you to join us as a volunteer translator!

ROLE PROFILE

Volunteer role: Translator Volunteer

Volunteer manager: Trussell Trust Volunteering Team

Where will you be based: At home

We are committed to ensuring anybody visiting a food bank is welcomed, valued and treated with dignity. This means that we want people of all nationalities to receive information in a language they can easily understand.

As a translator volunteer you will play a vital role ensuring our materials are suitable for people whose first language is not English and who may have difficulty understanding written information shared with them at a food bank.

Translators will translate food bank resources (when requested by a food bank) into their specialist language and ensure that any subtle nuances in translations or cultural differences are accurate and appropriate. Volunteering will take place remotely, and due to the flexible nature of this role, activities will take place as and when resources are required to be translated.

What you will be doing

- Delivering a high-quality translation of food bank resources (e.g. food lists) so that they can be easily read by people whose first language is not English
- Volunteering as a team
- Offering approx. 2 hours of volunteering a month.

The skills you need

- Fluency (written and oral) in English and one of our key languages
- Some translation experience (preferred) (or proven track record in writing or translating content) either in the community or professionally
- An appreciation and understanding of the cultural aspects of your specialist language
- Strong interpersonal and communication skills
- Self-motivated
- Good proof-reading skills
- Attention to detail
- To be able to volunteer virtually

What's in it for you

- Use your existing skills to make a real difference to the running of food banks
- Keep your language skills up to date
- Obtain valuable work experience and enhance your CV

HOW DO I GET STARTED?

If this sounds like the volunteering role for you, then we'd love you to join us! All you need to do is [click here to submit an application form](#) and our team will contact you to confirm next steps.

The Trussell Trust Volunteering team will contact you as and when we receive a request for food bank resources to be translated. The resources might be quite food bank specific, or they could be more general e.g. a leaflet explaining how a food bank works.

This might mean that there may be times when no resources are requested, however we know that our network of food banks will be so appreciative of the ability to have resources translated when needed.

Our team will contact you via your volunteering account to let you know that a resource request has come through, and we will share a word document version of the resource with you.

In your own time, you can then carry out the translation and once completed we will ask you to share it back to us so that we can check it over and ensure it's formatted correctly.

Once the process is complete, we can share the resource directly with the network and/or the food bank that has requested it, so that they can use it in their operations.

If you have any queries or would like to find out more, please do get in touch with us at volunteering@trusselltrust.org

foodbank		
Foa de Alimenta Poziiv 5+ Persoae (Food Allocation Form - Five Persons)		
Voluntar (Volunteer):	Cuota Nr. (Voucher no.):	(Data) Date:
Persoana recomandata (Person Recommended):		
Articol (Item)	Alotaie (Allocations)	Stocul oferit (Amount given)
Cereale (Cereals)	1 masez / largei	
Supa congelata pachet (Soup (can/packet))	6 standard (6 standard)	
Pastele congelate in sos (Frozen spaghetti in sauce)	6 standard (6 standard)	
Brad / sos de brad (Tomatoes/pasta sauce)	6 standard (6 standard)	
Legume (Vegetables)	5 standard (5 standard)	
Carne (Meat)	3 standard (3 standard)	
Sau vegetatare/Or Vegetariani	2 standard (2 standard)	
Peste (Fish)	5 standard (5 standard)	
Fructe (Fruit)	3 standard (3 standard)	
Orz cu lapte/budinc/Rice pudding/custard	3 standard (3 standard)	
Budinc de sponjosa (Sponge pudding)	2 standard (2 standard)	
Biscuiti (Biscuits)	1 pachet mare (1 large packet)	
Paste (Pasta)	2 kg	
Salta de cartofi (Instant Mash)	2 pachete (2 packets)	
Ceai sau cafea (Tea or coffee)	140 pungti / bostan mare (140 paper/one big)	
Soc pasteurizat/ong-raf juice)	1 litru	
Lapte sterilizat (Milk UHT)	1 litru	
Articole in plus (In limita stocului disponibil) Extra items (within availability)		
Gustari (Snacks)	1	
Sour (Souces)	1 bostan per pachet (1 jar/bottle)	
Chocolata (Chocolate)	1 bostan mare (1 large bar)	
Gem/jacuti/jam/spreads)	1 bostan standard (1 standard)	
Lapte Praf (Powdered milk)	300-500g	

Indicat catre (Signed/posted to):	
Semnatura persoanei care primeste mancarea (Signature of person receiving the food):	
Cereri suplimentare (Additional requests):	
Facilitati de gatit (Cooking facilities)	Y/N
Transport (Transport)	
Alergie (Allergies)	
Cerinte alimentare (Any other dietary requirements)	DIABETICA / CELIAC / VEGETARIAN / VEGAN (DIABETIC/CELIAC/MALU/VEGETARIAN/VEGAN)
Vaasta copil (Children's ages)	

PRODUS (ITEM)	NECESAR (REQUIRED)	EMIS/IZAT (ISSUED)
Biscui/Cake (Cot/Dog)	Marimea (Size)	
Detergent Bucat (Washing Powder)		
Detergent de vase (Washing up liquid)		
Hartie toaleta (Toilet rolls)	(Toilet rolls)	
Sapun (Toiletries)	sau gel de baie (Soap or Shower gel)	
Deodorant (Deodorant)		
Pasta de dint (Toothpaste)		
Pesute de dint (Toothbrush)		
Sapuni (Shampoo)		
Sapuni feminini (Feminine hygiene)		
Sapuni de sap (Shaving foam)		
Lame de ras (Razors)		



DISCLAIMER

This role is based centrally with the Trussell Trust and does not involve volunteering directly with any food bank within the network.

You will be volunteering remotely, based from your own home and therefore will require access to a laptop/computer and the internet. We are unable to provide a laptop/computer for this volunteering role.

Due to the nature of this role, volunteering activities may be sporadic (dictated by when resources are requested).