

ITI PSG – is it for me?

Are your business skills in need of a boost? Then be sure to join the ITI Professional Support Group, says Cate Avery



Cate Avery FITI is a freelance translator from German to English and a specialist in patent translations. She has given talks at various ITI events, and has taught on the PSG since it began in 2003.



Feedback from previous mentees

I never imagined the mentors would go into such detail when responding to all our questions and worries. *Pauline Uyterwijk*



An invaluable experience. *Isabel Hurtado de Mendoza*



I can't imagine how my first few months as a freelancer would have been without this group. *Philippa Hammond*

I'm convinced the PSG saved me years of finding things out the hard way! *Ros Mendy*



I had wondered what it would be like joining an online group. Was it going to be a clinical, techie learning experience devoid of human warmth? On the contrary, the human factor was definitely an important part of the course... I feel in a much stronger position now and better equipped to face the challenges of setting up as a freelance translator.

Lisa Melvin



The PSG is an intensive online course in business skills for freelance translators. Previous participants include:

- staff translators launching a freelance career
- career changers looking for pointers about the way the translation market works
- translators returning to work after a career break.

The course is conducted entirely online, through a members-only e-group. The participants are set eight different exercises, including CV design, quoting and invoicing for

work, specialist fields for translation, a telephone exercise, a marketing plan and a business plan. All this takes place between March and June, so the course is recognised as intensive: mentees can expect to spend at least 12 hours per week on it, and numbers are limited to 20 each year. By the end of the course participants will have made a circle of contacts and gained the confidence to manage the business side of being a translator.

The tutors include both freelance translators and translation company owners, and are all senior members of ITI. Many are familiar to ITI members

as speakers at training events.

The Professional Support Group for 2009 will start in March and run until the end of June. The enrolment fee is likely to be similar to this year's, which was £270 including VAT. A limited number of bursaries will be available for those who can demonstrate financial need. ©

If you are interested in taking part in next year's PSG, contact Parveen Mann in the ITI Office at membership@iti.org.uk as soon as possible. She will send out application forms early next year. The closing date for returning these will be 1 February 2009.