



## AUCHINDRAIN TOWNSHIP INTERNATIONAL MID-TERM VOLUNTEER DUTCH TRANSLATION PROJECT: PROJECT DESCRIPTION

This exciting opportunity is available at Auchindrain Township, a historic site museum in the rural west of Scotland. You will learn about and experience a past way of life, and retell the township's story in your native language, Dutch.

### ABOUT THE HOSTING ORGANISATION

[The Auchindrain Trust](#), or in Gaelic Achadh an Droighinn, is a unique 9.5 hectare historic open air township museum in rural west of Scotland, Argyll. It is recognised as being the most complete surviving example of a Highland farm township, a type of settlement representative of much of Scottish rural history. The site is generally acknowledged as being national significant: it is designated as a Conservation Area; it is Category A Listed in its entirety, and its buildings are a Recognised Collection – one of the small number of collections held by museums other than the National Museums and National Galleries of Scotland that the Scottish Government formally recognises as being of national importance. The museum preserves the buildings of an ancient small farming community that remained active until the 1960s: these are surrounded by farmland.

Open to visitors seven days a week during the summer, the museum attracts people from mainland both UK and Europe including The Netherlands.

The museum has a considerable experience of hosting short-term and mid-term international and UK volunteers and interns from renowned universities, including Oxford.

### ABOUT THE PROJECT

**Project dates:** The volunteering project will run for an 11 or 12 week period, starting between 22<sup>nd</sup> and 29<sup>th</sup> June 2019 and finishing by mid September 2019. There is some flexibility with dates, by arrangement.

**Extra Hosting fee:** None

#### Background of the project:

Every summer, the museum offers four or five "Summer Internships" to young people from within the UK and mainland Europe. Some of these internships are filled by arrangement with universities, but the museum also likes to open up the scheme to others by offering one or two places through Xchange Scotland & the Alliance network. The museum has been successfully hosting internships since 2012 and international volunteers since 2015.

The internships, including this volunteering project, are aimed at university students, or those with an equivalent level of ability and achievement. They provide those who are selected with a high-grade opportunity for personal and career development by obtaining work experience in a professional environment where they will be challenged and tested, but also nurtured and supported. The museum remains in contact with most of their past interns and volunteers, and the experience of spending the summer at Auchindrain is very highly rated by those who have experienced it.

The work experience offered is different for each intern and volunteer, and to an extent can be geared to an individual's interests and career aspirations. One area where international volunteers

have made a big impact has been to translate the museum's interpretive information into their first language.

The opportunity offered through this volunteering project for 2019 is for one native speaker of Dutch to do the same in this respect as has been done in past years by young people from Italy, Germany, Belgium and Spain. This will form the main focus of the summer's work, but variety will be provided by matching the volunteer selected to some of the many things that could be done to help the museum progress. In this way, past interns and volunteers have been involved in event organisation, photography, marketing, historical research, and work with the museum's collections. Fresh air and exercise, if desired, can be provided by spending a few days with the team that maintains the museum's land and buildings.

### **ABOUT YOU: WHO ARE WE LOOKING FOR?**

For 2019 we are looking for one Dutch-speaking volunteer. You will be a native speaker (or equivalent level) of Dutch language. Ideally, you will be about to start, in the course of, or have completed, a University degree. You will be a fluent and grammatically-correct writer in your mother tongue. You will have good spoken and written English, and be interested in finding out about places like Auchindrain Township and the way of life of its people.

You will be physically fit although you will not be expected to undertake significant manual work: Auchindrain is not a suitable environment for those with mobility difficulties or impaired eyesight. The museum has considerable experience in hosting placements – interns and volunteers find the experience of volunteering in the Auchindrain township immensely rewarding, but the environment can be challenging: emotional and mental strength are needed.

For further information please download a full volunteer specification that is provided in a separated document.

### **WHAT WILL YOU BE DOING?**

**Post Title:** Summer Intern/Volunteer

**Work location:** Auchindrain, Inveraray, PA32 8WD, Scotland

For two weeks during the internship, you will be seconded to the museum on the island of Islay, to experience a different environment.

**Hours of work:** Normally 8.30am-5pm, with a 30 minute lunch break at 12 noon, but some flexibility.

**Time off:** Working days are five out of seven on a rota, but flexibility is possible to accommodate travel or visiting friends and family. Interns and volunteers also accrue "holidays" – in this context days that would otherwise be working days when they are not expected to work – at the same rate as the museum's paid staff.

**Work description:** The primary volunteering activity of this project will be to translate the museum's interpretive information into Dutch: the English version of this can be viewed at <http://www.auchindrain.org.uk/explore-auchindrain/>. To provide variety, other tasks will be allocated in accordance with your interests and to provide useful work experience in support of your career aspirations. These tasks may be individual, or undertaken with others, and may include occasional short periods helping out at the museum's reception desk – an ideal opportunity to practise spoken English and learn customer skills.

You will be expected to spend two weeks of the placement on secondment to the museum on the island of Islay, where the work and learning opportunities, and accommodation arrangements, will be comparable, but the environment very different. Experience has shown that all medium-term volunteers at Auchindrain are keen to visit the very different environment of the islands, and this year a secondment has been built into the project to provide this opportunity.

**Working environment:** Primarily indoors, unless outdoor activities are agreed to provide variety.

**Volunteer's supervision & management:** You will be line managed, supervised and mentored by the museum's Director. Informal contact takes place several times a week, with a full progress review every two or three weeks. The museum takes its mentoring responsibilities very seriously. Whilst to an extent the nature of the opportunity at Auchindrain is to stretch and challenge people so they can develop, all interns and volunteers are kept under close observation by the museum's senior staff, with support being offered if they appear to be struggling with the work, the environment, group relationships or personal issues.

## **FINANCIAL ARRANGEMENTS**

You will receive free accommodation, and will be provided with a weekly net allowance of £58.33, equivalent to £700 over twelve weeks paid monthly in arrears based on actual attendance. This includes a daily food allowance together with an additional amount estimated to be sufficient to cover return travel costs and other leisure time activities during the project.

Work-related travel, including the secondment to Islay, is arranged by the museum or refunded at cost.

## **PRACTICALITIES**

**Type of accommodation:** You will be provided with free accommodation within the museum grounds, in a large residential caravan. Over this summer, the caravan will accommodate a maximum of up to 5 international and UK volunteers and interns, including you. The caravan has its own kitchen, shower and toilet, and two twin and one single bedrooms. Dining area and sitting area are available within the museum's grounds. A washing machine and drier are available elsewhere within the museum site. The accommodation has wifi and there is an access to landline phone too, if necessary.

**Sleeping arrangements:** Sharing, two people to a room. It will be up to your preferences to decide with which gender you wish to share the room, however, same genders will be allocated to a room at the start of the project.

**Communal life:** The group sharing the caravan is expected to live as a cohesive and multicultural social community with English as the common language. It is expected that you will be sharing cooking, cleaning and other domestic duties with the other volunteers and interns. Most shopping is ordered online from a major supermarket chain that delivers to the museum. The group then shares payment for each delivery as appropriate.

The museum selects one intern or volunteer to act as Co-ordinator for the group. The Co-ordinator arranges work rotas, ensures that shopping, cooking, cleaning, etc. is organised and properly undertaken, and liaises with the museum's management on behalf of the group where this is necessary.

### **What to bring:**

If successful, you will be expected to bring your own laptop so you can work with a familiar keyboard and an operating system in their first language. You will also be expected to bring a mobile phone, on contract or with substantial credit, and EU to UK power adapter. A full list of items to bring will be provided to the selected volunteer.

## **LOCAL INVOLVEMENT AND LEISURE TIME ACTIVITIES**

You will find yourself fully embedded in the museum's workforce for the duration of your stay. This consists of local and international people of various backgrounds and life experiences.

You are expected to research the surrounding area before applying. Mid Argyll, where Auchindrain Township is located, contains a number of significant visitor attractions, and the museum will arrange free admission to any you wish to visit.

You will be living at the museum site itself, located 3.2 km from the nearest village Inveraray and nearly 10km from the nearest small town. Around the museum, there is no local community. Long experience has demonstrated that each year's cohort of interns and volunteers quickly form a cohesive social community, which sometimes spends its free time within the museum and sometimes chooses to travel. Much depends on personal interests, but the area around the museum offers many opportunities for hillwalking and exploring of Scotland's nature. The City of Glasgow is a practical day-trip by bus on a day off.

Over the years, all of the museum's summer interns and volunteers have chosen to travel around Scotland during their free time. The museum provides information and guidance, and facilitates travel arrangements if required.

## **HOW TO APPLY?**

Please note that this project is delivered as part of the [Alliance for Voluntary Service Organisations Network](#). In order to apply for this project, you must have a **Sending Organisation** that is a member of the **Alliance for Voluntary Service Organisations Network**. Please see a list and contact details of the Sending Organisations [here](#).

### **To apply, please follow the 5 steps below:**

STEP 1: Find an 'Alliance for Voluntary Service Organisations Network' Sending Organisation.

STEP 2: First, read all about Auchindrain Township on their website:  
<http://www.auchindrain.org.uk/>.

STEP 3: Next, visit <http://www.xchangescotland.org/dutch-translation-volunteering-project-heart-scotland-apply-now/> to learn more about this project and to download Volunteer specification and Volunteer Application Form.

STEP 4: Complete the Volunteer Application Form and prepare a sample of original academic-form writing by you, in Dutch, of around 1,000 words in length. This could, for example, be part of a

University essay and the subject matter is irrelevant. This will be reviewed by a native speaker of Dutch, to confirm that you are able to write in an easily-readable, technically-correct, style.

STEP 5: Email the completed Volunteer Application Form and the written sample to both [michaela@xchangescotland.org](mailto:michaela@xchangescotland.org) and [bob.clark@auchindrain.org.uk](mailto:bob.clark@auchindrain.org.uk). You can also apply via PLATO database (available via your Sending Organisation) and by sending the Completed Volunteer Application and the writing sample to your Sending Organisation, which will pass this on.

**Deadline for applying is 15th May 2019.**

If you have specific questions about Auchindrain or the project please contact Bob at [bob.clark@auchindrain.org.uk](mailto:bob.clark@auchindrain.org.uk).

### **WHAT HAPPENS NEXT?**

We expect to contact the short-listed volunteers by 20<sup>th</sup> May to arrange a Skype interview. We expect the successful volunteer will be selected by the end of May 2019 the latest.

Once selected, the volunteer will be provided with the museum's pre-start briefing for interns and volunteers and will receive further information and practicalities regarding the project.