SHORT COURSE | Continuing Education

Working with translators for publishers and cultural institutions

19 June 2026

On-the-job training

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FACULTÉ DE TRADUCTION
ET D'INTERPRÉTATION | FTI

UNIVERSITÉ
DE GENÈVE

Presentation

The aim of this one-day course is to familiarize trade and academic publishers and cultural institutions with the work of translators, both textually and in the broader professional setting, particularly in terms of issues such as productivity and workflow. This is an online Zoom course.

Objectives and learning outcomes

Equip attendees with the knowledge and tools to effectively collaborate with freelance translators specializing in literature, arts and culture, focusing on best practices in recruitment and project management to ensure high-quality, timely translations. At the end of the day, you will be able to:

- Understand translator competence models
- Understand typical translation labour time and productivity
- Effectively communicate and collaborate with translators
- Prepare comprehensive translation briefs and style guides
- Manage translation projects efficiently to ensure high-quality outcomes

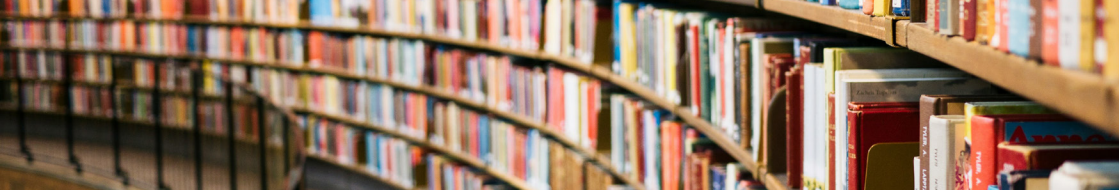
Audience

Institutional, trade, academic and independent publishers of fiction and non-fiction working with translators of any language (though please note, the workshop will be held in English).

Course director

Prof. Susan Pickford, Head of the English unit, Faculty of Translation and Interpreting, University of Geneva

Susan has worked on hundreds of translation projects in her 25 years of experience in the book translation sector. She is a prize-winning translator in her own right and a long-standing translation advocate and translation quality assessor for translation funding bodies. Her current research focus is on the labour market for literary translators.



Coordination

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Schedule

Friday 19 June 2026

Session 1: 9 a.m. to 12.30 p.m. GMT

(lunch break 12.30-1.30 p.m.)

Session 2: 1.30 p.m. to 4.30 p.m. GMT

Content

The sessions take a resolutely workflow- and project management-centred approach. The morning session will begin with a brief overview of current translator training provision and competence models. Participants will be given practical case studies on translator hiring to discuss their own practices. The afternoon session will turn the spotlight on translator careers. The group will collaboratively explore best practices in literary translator recruitment and project management with a view to building a sustainable, long-term talent pool – to the benefit of translators and publishers alike.

The key questions addressed are as follows:

- Translation competence: what to look for in a translator
- Pre-translation: looking at the lead-in phase
- The translation process: what do translators do all day?
- Post-translation: promotion and quality assurance
- Translation for publishing and new technologies
- Building long-term relationships with translators

Practical Information

Registration by **30 May 2026**
Online at: www.unige.ch/formcont/en/courses/translators-publishers
(min. 6, max. 12 participants)

Location

Online, via a University of Geneva zoom link

Tuition fees

CHF 400.- for the workshop
To be paid upon receipt of the letter confirming your registration.

Certificate of attendance

A certificate of attendance will be issued to participants upon request.

For further information

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