

CHARLOTTE MACONCHIE
FR | DE > EN TRANSLATOR / EDITOR

CONTACT DETAILS

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PERSONAL PROFILE

Translator and editor with extensive academic and audiovisual translation experience, I possess strong linguistic abilities alongside excellent writing, editing and proofreading skills. Dedicated to continuing professional development, I have sound knowledge of my specialist fields, first-rate communication skills and always endeavour to deliver work that is of a high standard, in the required format and to deadline.

PROFESSIONAL EXPERIENCE

1998-present

Freelance Editor/Translator (French | German > English)
Various clients including:

Aix-Marseille Université / A Nos Amours / Asics / Awakening Films / BBC / Blast! Films / BOMA Books / Channel 4 / CNN / CNRS / Edition Patrick Frey / Foreign Voices / French Institute / Google / IBF / ICA / Ink Publishing / ITFC / King's College London / Louvre / Motion Picture Solutions / Nero Magazine / New Moon TV / Palais de Tokyo / Paris-Sorbonne / Relax News / Rokko's Adventures / Spanner Films / Take1 TV / VCCP Media / Voice Squad / Universal Pictures / Université de Bordeaux / Zurich Museum of Design

- **Subtitling and audiovisual translation**
transcription, time coding and translation of AV material; translation and creation of voice-over scripts; creation, live-cueing and QC of subtitles (including for D&HH): feature films, documentaries, cartoons, commentaries, internal communication films, audio guides, etc.
- **Museums, galleries and heritage sites / Travel and tourism**
audio guide scripts, brochures, exhibition catalogues, booklets and web content, etc.
- **Humanities & Social Sciences**
academic articles, books and book chapters, abstracts and conference papers: film studies, literary theory, urban studies, anthropology, archaeology, African history, photography, design, etc.
- **General translation / Editing**
books, magazine articles, marketing materials, internal communication, reports, case studies, online and print content, etc.

Nov 2015-present

Sheffield Doc/Fest Assistant Film Programmer

Nov 2011-Oct 2015

VocalEyes National charity providing access to the arts through audio description
Project Administrator (part-time) Assisting in the co-ordination and delivery of audio description in galleries, museums, heritage sites and theatres; responsible for website content and quarterly print publication

2012 / 2016

Metropolitan Magazine (Ink Publishing), London Eurostar magazine
Editor/Translator

2009

The Stroke Association, London UK Charity
Editorial Assistant

2007-2008

BOMA Books, London Art publisher
Editorial & Production Assistant

- 2001** **British Society of Rheumatology (BSR), London** UK Medical society
Editorial Assistant International peer-reviewed journal
- Writing copy (for web and print), researching, editing, proofreading, correction of texts, adhering to house styles
- 2006-2007** **Birds Eye View Film Festival, London** Showcasing women filmmakers
Festival Assistant/Submissions Officer
- 2002-2005** **Cours Jenkins, Marseille / American Association of Marseille / Atelier Plus, Brignoles, France**
English Teacher children/adults: mainstream schools and private classes
- 1997-2001** **European Court of Human Rights, Strasbourg, France**
Court Hearing Transcriber (English/French) Responsible for producing final court hearing documents to tight deadlines

EDUCATION

- 2009-2011** **Goldsmiths, University of London**
MA Photography and Urban Cultures
- 2003-2005** **Ecole Supérieure des Beaux Arts de Marseille, France**
DNAP in Design (3-year degree-level diploma)
- 2003** **Institute of Linguists** MA-level Diploma in Translation (French to English) - Letter of Credit (social science paper)
- 2001-2002** **I.E.F.E. Université d'Aix-Marseille** Degree-level Diploma in French Language, Literature and Culture (including modules in translation)
- 1995-1998** **School of Oriental and African Studies, University of London**
BA Hons Degree Social Anthropology with History of Art/Archaeology

PROFESSIONAL MEMBERSHIP

Institute of Translation and Interpreting (ITI) – MITI Fully Qualified Member

TRAINING & CPD

- 2016 High Level Writing, ITI workshop
- 2015 Writing with Clarity and Impact, ITI workshop
- 2015 Revising and Editing for Translators, Translation Practices Explained
- 2014 Use Your English, Use Your Language online CPD (Editing + Translation French into English)
- 2014 Revision/Editing Workshop, Europe House
- 2013 ITI Translation Conference: 'Professionalism: The Key to your Success' + Master class Friday
- 2013 'Translating Cultures: The Growth of Subtitling in the Digital Society', Westminster University
- 2013 'Whose News is it Anyway? Translation and Language in the Media', Free Word Centre

ADDITIONAL SKILLS / INFORMATION

- LANGUAGES** English - native / French - native / German
- IT TOOLS** Microsoft Office, Open Office, DTP (Quark), Adobe Photoshop & Illustrator, subtitling software (Belle Nuit, Monal Preview), Final Cut Pro, transcription software (Express Scribe), web CMS, used to working with both Mac & PC

REFERENCES – PROVIDED ON REQUEST