

Volunteer Role: Transcriber

Role Purpose

As a Volunteer Transcriber, you will play a vital role in ensuring the voices of our veterans are preserved for future generations. You will transcribe audio interviews into accurate, high-quality written records that are accessible, readable, and valuable for educational and research purposes.

Many of the interviews already feature AI-generated transcripts, but these lack the nuance and accuracy that only a human touch can provide. By transcribing interviews, you will enhance the quality of our archive and help honour the experiences of the veterans we serve.

Check out the Legasee Archive at www.legasee.org.uk.

Key Responsibilities

- Listen carefully to audio interviews (provided as MP3 files).
- Transcribe spoken words into a written format with as much accuracy as possible.
- Use punctuation and formatting to improve readability and accessibility.
- Submit completed transcripts to Legasee within the agreed timeframe.

Skills and Experience Required

- Excellent listening and typing skills.
- Strong attention to detail and a commitment to accuracy.
- Good command of English grammar, spelling, and punctuation.
- Ability to work independently and meet deadlines.

Desirable (but not essential):

- Familiarity with transcription tools or software.
- Interest in military history or oral history projects.

Time Commitment

This role is flexible and remote. Volunteers typically commit between 4 and 6 hours per week.

Benefits of Volunteering

- Contribute to the preservation of veterans' stories for future generations.
- Develop or enhance your transcription skills.
- Be part of a meaningful project with a tangible impact.
- Gain insight into the lived experiences of military veterans.

Support and Resources

- You will be assigned a veteran's interview and provided with an MP3 file.
- Guidance on transcription standards and best practices will be available.
- A dedicated contact at Legasee will support you throughout the process.