

## APPENDIX 1. INTERNAL GAELIC CAPACITY REVIEW

### 1. Gaelic Awareness Training and Gaelic Awareness Month

**Gaelic Awareness Training.** In spring of 2016 and 2017 the Park Authority hired specialist Gaelic trainer, Ruairidh MacIleathain to run Gaelic Awareness Training for staff as part of a Gaelic Awareness Month. The aim is that by the end of 2018 all staff will have taken part in training at least once. In 2016 all sessions were offered at introductory level and in 2017 staff were offered the choice of an introduction or ‘moving forward’ session. This is the model we will follow in future, to ensure new staff receive an introduction and existing staff have the opportunity to do a refresh no less frequently than once every 3 years.

By the end of April 2017 – Gaelic Awareness Month – a total of 98 staff (out of approximately 120) had completed introductory training and 14 staff had done that session and the refresher training. Those who have not yet had training mostly work in two departments for whom spring is their busiest time of year. To ensure those staff can take part in 2018 training and activity, we will run Gaelic Awareness Month and the training in the autumn. Going forward we will alternate the time of year between spring and autumn each year to make it possible for all staff over a 3 year cycle to participate.

In September 2017 the National Park’s group of 200 Volunteers will receive Gaelic Awareness Training for this first time, as part of their overall training for volunteering with the Park.

**Gaelic Awareness Month activities.** In addition to the formal Gaelic awareness training sessions run during Gaelic Awareness Month, we also run a series of workshops and activities throughout the month to raise the profile of Gaelic to staff in an engaging way. This approach has been highly effective at raising the profile of Gaelic with all staff and has also been very popular. It has significantly increased staff understanding and enthusiasm for the language and its role in the cultural life in the National Park.

In 2016 and 2017 Gaelic Awareness Month activities were all well attended and included:

- *Introduction to Gaelic through Song* workshop with musician and BBC ALBA presenter Linda Macleod in 2016
- Iseabail MacTaggart, Director of Development and Partnerships at MG ALBA, which runs BBC ALBA in partnership with the BBC, was the special guest speaker at our all staff conference in 2016.
- *Walk ‘n’ Learn - Gaelic in the Landscape* workshop led by the National Park’s Landscape Advisor in 2016 and 2017. In 2017 a self-guided version of the walk was also created for staff to do on their lunch break.
- *Gaelic for Tourism Business* workshop with Linda Macleod in 2017. Local tourism businesses were invited to attend as well and some joined staff for the session.
- *Gaelic Stories Exhibition* located in the staff canteen for April 2017. It gathered stories by and about Gaelic speakers – both public figures and tales of staff members and their families - about how attitudes to Gaelic have affected their lives. The exhibition included space for staff to add their own stories to the boards.
- Both years we put notices throughout the Park HQ featuring the Gaelic translation and pronunciation of the object they were attached to, and conversational phrases were posted in relevant spots - such as ‘how do you like your tea?’ next to the kettle.

## 2. The Linguistic profile of the authority

The numbers of employees who have any understanding of the Gaelic language - **98**

The number of employees who can speak:

- a little Gaelic - **98**
- a reasonable amount of Gaelic - **6**
- mostly Gaelic - **0**
- Gaelic fluently - **0**

The number of employees who can write:

- a little Gaelic - **5**
- a reasonable amount of Gaelic - **3**
- most Gaelic - **0**
- Gaelic fluently - **0**

The number of employees who can read:

- a little Gaelic - **98**
- a reasonable amount of Gaelic - **6**
- most Gaelic - **0**
- Gaelic fluently - **0**

The number of employees who can listen and understand:

- a little spoken Gaelic - **98**
- a reasonable amount of spoken Gaelic - **6**
- most spoken Gaelic - **0**
- Gaelic fluently - **0**

Number of employees who have taken part in Gaelic Language Awareness Training. **98**

The number of employees who have an understanding of the role of Gaelic in interpreting the landscape of the National Park. - **98**

The number of employees undertaking Gaelic language skills training (personally or in the workplace) - **2**

The number of employees who would like to undertake Gaelic language skills training - **14**

The departments and/or locations within the organisation in which those identified above work.

Staff from across all departments in the National Park have taken part in Gaelic Awareness Training and Gaelic Awareness Month activity, and thus have some understanding of Gaelic and of the role of Gaelic in interpreting the landscape of the National Park.

The services or the internal processes that are already conducted through the medium of Gaelic - **0**

### 3. Inventory of all existing Gaelic and bilingual materials, including publications, stationery, forms and on-line content:

**Logo.** Our Gaelic Logo is used prominently in publications, letterhead, online and on signage, as set out in detail on page 15 in the Visibility section of the Gaelic Language Plan. On [our website](#) our logo displays all the time and rotates between the English and Gaelic version every five seconds.

**Signage.** The Park's internal and External Signage includes Gaelic as set out in detail in item 4 below.

**Forms.** We accept forms in Gaelic & will respond in Gaelic. To date we have not been asked for this.

**Translator.** A Gaelic translator will be provided on request at public meetings. We have not yet received any requests for this.

**Complaints.** We accept complaints in Gaelic and the [complaints section of our website](#) is bilingual. We have not yet received any complaints in Gaelic.

**Press Releases.** Gaelic translation in 'Notes to Editors' is provided on press releases specifically about Gaelic.

#### **Publications.**

- We provide a bilingual English/Gaelic foreword in all of the National Park's major policy and statutory documents including the [Annual Report](#), the [National Park Partnership Plan](#), the [Local Development Plan](#).
- At the top of [the publications page](#) on our website, there is an offer in Gaelic, to provide Gaelic versions of all of our publications on request.
- Our Gaelic Language Plan is produced Bilingually

**Leaflets.** Leaflets available in print and as downloads that are bilingual or feature Gaelic include:

- National Park's main leaflet 'Exploring the Park,' is produced in English and Gaelic versions.
- Our popular leaflet 'What's in a Name' explains Gaelic place names and their origins.

**Website.** We have a section of our website [Our Gaelic Culture](#) which highlights and builds on the content of the What's in a Name Leaflet, and also links to our Gaelic Language Plan.

#### **Recruitment.**

- Our Recruitment Policy requires Gaelic as a desirable job attribute in relevant posts, and we include it in adverts and application for communications roles. So far we have not had any applicants who have informed us that they have any Gaelic skills.
- We inform applicants that we accept job application forms in Gaelic where it is a desirable criteria, but so far we have not received any applications in Gaelic.

**Mobile Visitor Centre.** The National Park has a Mobile Visitor Centre which features our English and Gaelic Logos, as well as the words 'Go Explore' in English and Gaelic, prominently on all sides.

#### **Balmaha Visitor Centre.**

- A full Gaelic translation is available for visitors on request, of the information about the Park that is displayed on panels throughout this education centre.
- There are window graphics in the classroom that display Gaelic translations of mountain and place names in the Park which cover approximately 60% of the window area.

#### 4. Existing Gaelic and bilingual internal and external signs:

Type of sign	Number
All interpretive signage across the National Park includes Gaelic	80*
The National Park threshold signs include Gaelic	6**
Gaelic is etched into meeting room glass walls around our Headquarters	5***
The reception features a digital screen display with a slide show on loop with a Gaelic welcome slide; we welcome communication in Gaelic slide; slides highlighting Gaelic in the Park; and an Island names (Gaelic meaning) slide.	8
Signage in reception welcoming people to the National Park in Gaelic	2

\* This figure comes from an audit done by The National Park Authority of signage in the National Park in 2016. This was done as part of a wider project examining how signage across the National Park can improve visitor experience and understand, while reducing the impact of multiple signage on the landscape.

\*\* The reverse side of the tall stone pillar threshold signs that are on the main roads into the Park, has the word “Tioraidh” meaning Cheerio / Cheers / Bye. The National Park has agreed with the Bòrd na Gàidhlig that, at the point when these signs need significant maintenance or replacement they will be made fully bilingual. The locations of these pillars are as follows:

A82 Balloch	A84 Callander
A82 Tyndrum	A85 Tyndrum
A83 Rest and be thankful	A815 Glenbranter

\*\*\* At the National Park HQ our entrance, reception area and some meeting rooms have glass walls that feature prominent etchings in Gaelic of the names of mountain and places in the Park.

#### 5. Translation:

The National Park does not have any staff with Gaelic skills at a level where they would provide translation in-house. However, the volume of translation that we do does not require in-house capacity and we have a very good working relationship with a translation service that provides rapid translation services as and when we require.

#### 6. Ongoing Review:

The National Park is committed to maintaining data on the subjects outlined in this review. We will provide an updates on this information in our Gaelic Language Plan Progress Reports, and in future iterations of the Gaelic Language Plan.