



Widgit

Symbols Linguist – Candidate Information Pack

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Welcome From Our CEO

“ If you were to ask me what makes Widgit special, my immediate instinct would be to answer: our people.

Widgit exists to make communication more accessible, and that mission tends to attract people who genuinely care about improving lives. Over the last 20 years I've been part of Widgit, I've seen the company grow from a small, close-knit team into the organisation we are today. We've managed to do that without losing the values that got us here.

As we've grown, we've worked hard to create a workplace where people feel trusted, supported and able to be themselves. And also to enjoy their time at work: whether that's through our Culture Club, team events or just the everyday conversations that make Widgit feel like a community as well as a company.

I'm especially proud that Widgit is a certified B Corporation. We care about doing business in the right way, and we care about the quality of what we produce, the way we treat one another and the impact we have on the wider world. Being a B Corp means we can demonstrate that we mean what we say.

Everyone here understands the difference our work makes. Every symbol we create, every feature we add to our products, every communication board we design has the potential to give someone the opportunity to communicate, learn, participate and be heard. That sense of purpose brings us together and gives our work real meaning.

As we look to the future, and continue to grow and succeed, we're committed to developing our people, creating opportunities and ensuring that the values and culture that makes Widgit special continue for years to come.



Ben Stevenson

Chief Executive
Officer

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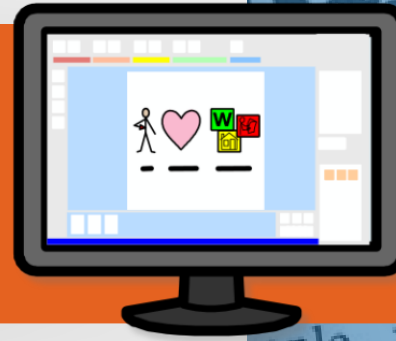


About Us

What we do, our mission and values



About Widgit



Founded in 1981 and incorporated in 1984, Widgit has been making educational software for 40 years, and we are the longest established Special Educational Needs (SEN) software company in the UK.

Today, Widgit's symbols and software titles are used to support people around the world and help them realise their full potential, no matter what their age, ability or background.



Find out more >





Who We Help



Symbol support is a helpful bridge from the known (pictures/objects) to the unknown (printed word). People who use and are supported by symbols include:

- Children and adults with a learning impairment or communication challenge (for example, autism, Down's Syndrome, dyslexia or dementia);
- Children beginning to read or who struggle with text;
- People for whom English is an additional language;
- Individuals with speech and language difficulties;
- People in emergency situations or those who are critically ill;
- Disadvantaged people (for example, those who have fallen out of the education system before achieving functional literacy levels);
- Visitors from a foreign country or those learning a foreign language.

A young boy with dark hair, wearing a black headset with large blue ear cups, is smiling and looking down at a project on a table. He is wearing a dark blue polo shirt. The background is a bright, out-of-focus indoor space with large windows and greenery.

Where We Are Now



With over 60 employees, Widgit is in a scale-up phase, undertaking projects such as integrating a new CRM system and developing an amazing Employee Value Proposition, underpinned by culture. The business has experienced continuous growth (both UK and internationally) in previous years and is experiencing the related organisational/leadership and cultural opportunities and challenges.

You will have the opportunity to contribute to Widgit's transition towards realising that goal, fostering a culture that prioritises social and environmental responsibility alongside financial performance.

If you are passionate about technology for good, and being part of a business that prioritises an inclusive and supported workforce, we invite you to join our team and make a positive difference to the lives of people around the world.

Proud To Be a B Corp



At Wigit, we care about making a positive impact – both with people and the planet in mind. From monitoring our carbon footprint to giving back to the community, we’re proud to have achieved certified B Corp status.

Becoming a B Corp means we meet high standards of social and environmental performance, accountability, and transparency. It reflects our deep-rooted commitment to using our business as a force for good – not just in what we create, but in how we create it, who we work with, and the legacy we leave behind.

This is more than a badge of honour. It’s a promise to keep pushing for better – for our team, our customers, and the world around us.

More about B Corp >

Our Vision



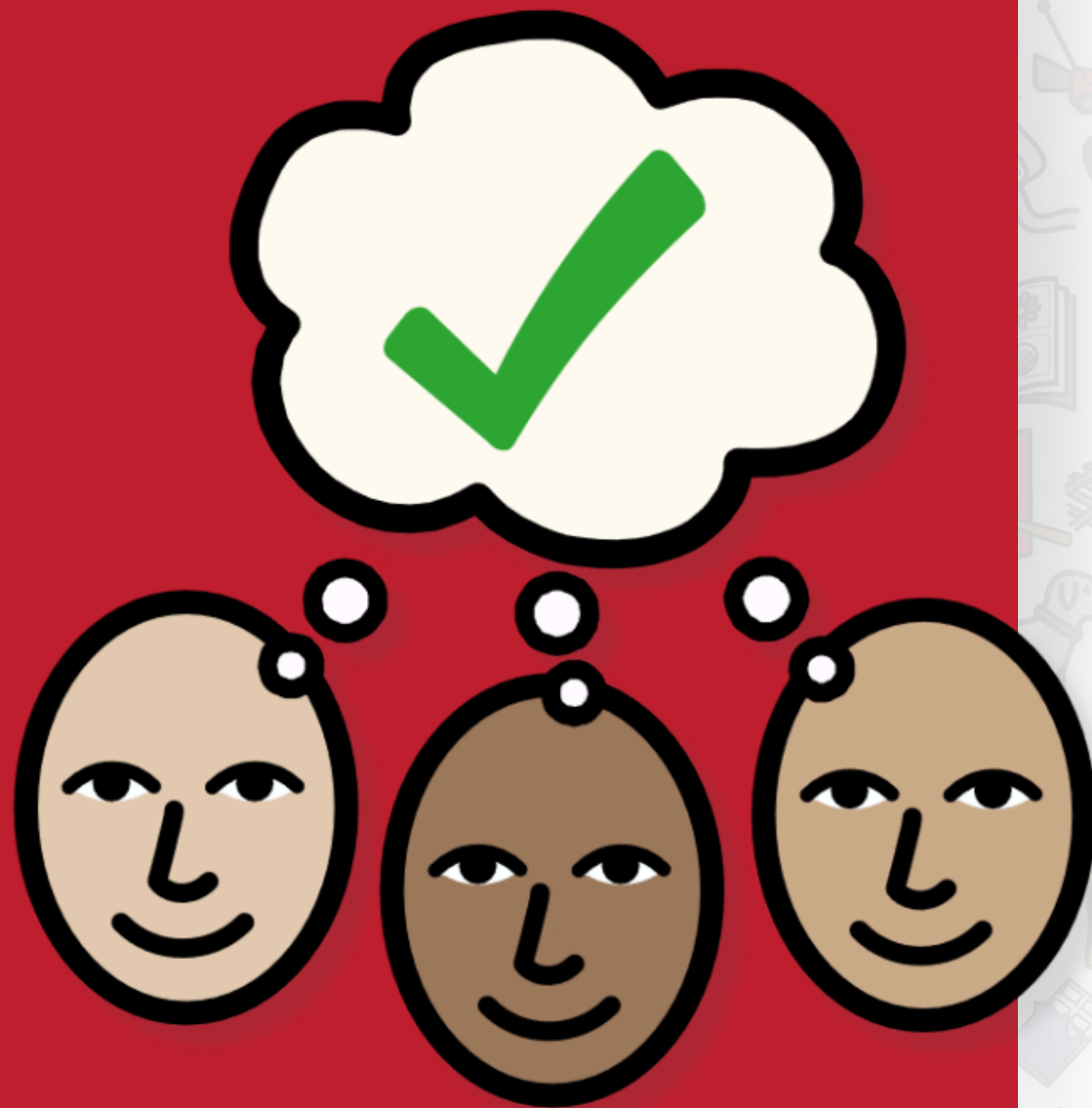
That everybody, no matter what their age and abilities, can communicate and understand.

The ability to communicate and understand is a huge part of being human.

Most people take these abilities for granted: it's a privilege that seamlessly integrates them into society.

For those who can't, it's a daunting and isolating experience, creating barriers leading to fear, frustration and unhappiness.

Our Mission



We are Widgit and symbols are our world.

We believe in the power of symbols to support communication and understanding.

Our unique combination of software and symbols empowers practitioners to support the diverse needs of symbol users of all ages.

From our inspirational community to this planet we call home, we care deeply about people, the environment and our place within it.

When it comes to unlocking potential, we believe symbols have a positive impact and help to ensure no one feels left behind.

Our Ethos

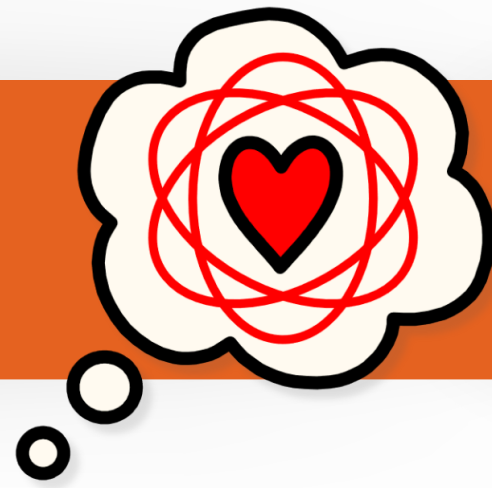


To be a progressive business that promotes inclusivity and staff wellbeing, environmental sustainability, and community support, showcasing the positive impact a business can have on the world.

Business can – and should – be a force for good in the world.

Being a business for good is not at odds with being successful.
It's a core part.

Our Values



Our values of **integrity**, **kindness** and **quality** are key to our identity at Wigit and express succinctly *how* we go about doing what we do.



Integrity

Keeping our promises and communicating openly and honestly.



Kindness

Drives us to treat our customers, staff, and partners with compassion, positivity, and support.



Quality

Is the thread that runs through everything we do, from the care in crafting our symbols to the excellence in our software products and resources.

Our Commitment to Equality, Diversity and Inclusion

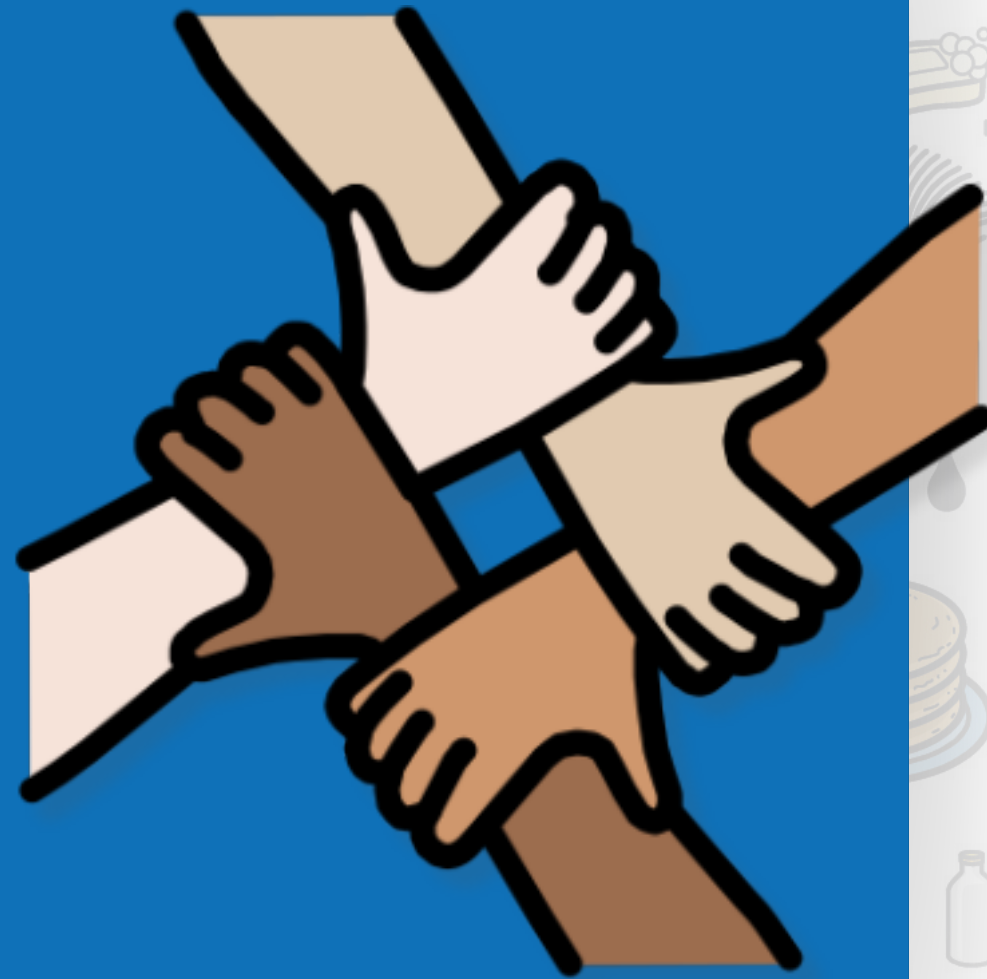


Diversity, equity, and inclusion are fundamental to who we are at Widgit. We're proud to foster a culture that embraces all walks of life, inclusive of the LGBTQIA+ community – with staff joining us from university through to retirement age.

From embracing disability and neurodiversity to championing female voices within our leadership team, we're mindful of diversity when seeking new talent – ensuring everyone feels empowered to reach their full potential.



Our Commitment to Equality, Diversity and Inclusion



We are committed to increasing diversity and inclusion within our team. We therefore welcome applications from anyone regardless of disability, ethnicity, heritage, gender, sexuality, religion, socio-economic background or other difference.

We are committed to inclusive working practices, and during the application process we commit to:

- Paying for care and childcare whilst you're attending an interview
- Paying for your travel costs to the office and back for interviews if they are held in person
- Making any reasonable adjustments – for example ensuring we have sign language interpreters organised in advance if you'd like them
- Providing this document in a Word or plain text format for accessibility reasons
- Offering a first-stage interview to disabled applicants who meet the minimum criteria for the role

If there is anything we can do to improve or make your interview experience more comfortable, please let us know. We will always do our utmost to accommodate any reasonable adjustments / requirements.



About You

About the role, responsibilities and experience



Job Purpose



Providing dedicated oversight of the linguistic data attached to Widgit's symbol language system, the Symbols Linguist will ensure grammatical accuracy and data integrity across English vocabulary whilst overseeing translation efforts for the multiple European languages we support.

The Symbols Linguist will also be responsible for assigning new concepts and vocabulary to graphics as they are created, maintaining the data integrity of the symbols vocabulary, and providing quality assurance for translation work conducted by overseas partners.

A key objective is to reduce the time between a symbol graphic being drawn and the concept being created, enabling faster deployment of new symbols in the software. The role will shape the long-term evolution of the symbol set and its vocabulary.



Key Responsibilities



English Language Management

- **Vocabulary expansion and maintenance:** Expand and maintain the English vocabulary database within the symbol system, ensuring comprehensive coverage of concepts and appropriate word selection for symbols.
- **Grammatical data rigour:** Maintain high standards of grammatical accuracy and consistency across all English language data, including parts of speech classification, inflection management, and semantic categorisation.
- **Concept assignment:** Assign new concepts and vocabulary to graphics as they are drawn, ensuring appropriate linguistic mapping between visual symbols and their corresponding English terms.
- **Quality assurance:** Review and validate existing English language data for accuracy, consistency, and appropriateness within the symbol language framework.
- **Linguistic tagging:** Tag concepts with accurate linguistic tags (and potentially semantic tags in the future), utilising smart tools, AI, and data processing techniques where appropriate, whilst ensuring manual verification and quality control of all automated tagging processes.



Key Responsibilities



Translation Oversight

- **Translation quality control:** Oversee translation efforts by overseas partner developers and paid translation companies, ensuring accuracy and cultural appropriateness of translations into the multiple European languages we support.
- **Cross-linguistic validation:** Review translated content for grammatical accuracy and structural consistency, identifying and correcting errors in foreign language implementations.
- **Translation workflow management:** Support external translation partners technically to ensure timely delivery of high-quality translations that maintain the integrity of the symbol language system.
- **Language structure expertise:** Apply knowledge of European language structures and grammar to validate translation quality and identify potential issues across multiple target languages.



Key Responsibilities

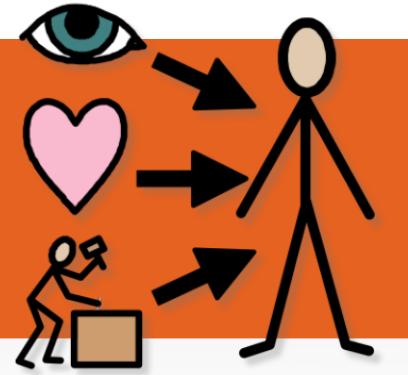


System and Data Management

- **Hub system administration:** Utilise the Hub system for managing symbol vocabulary, concepts, and translations, including creating and managing projects, assigning tasks, and maintaining data integrity.
- **Symboliser technology understanding:** Work with the symboliser natural language processing technology to understand its logical processes for text processing and data lookup, ensuring optimal linguistic data structure for system performance.
- **Concept coding and categorisation:** Assign appropriate concept codes, categories, and tags to ensure proper organisation and discoverability within the symbol system.
- **Data export and integration:** Manage data exports and ensure proper integration of linguistic data with Widgit's symboliser and other Widgit products.
- **Documentation and reporting:** Maintain comprehensive documentation of linguistic decisions, translation guidelines, and quality standards for the symbol language system.



Person Specification and Desired Experience

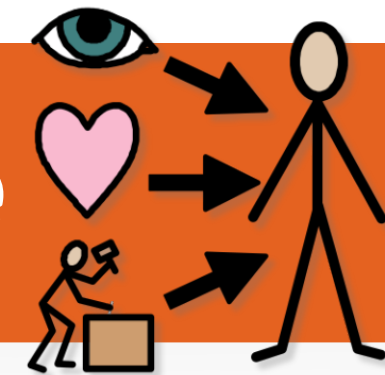


Skills and knowledge

Essential

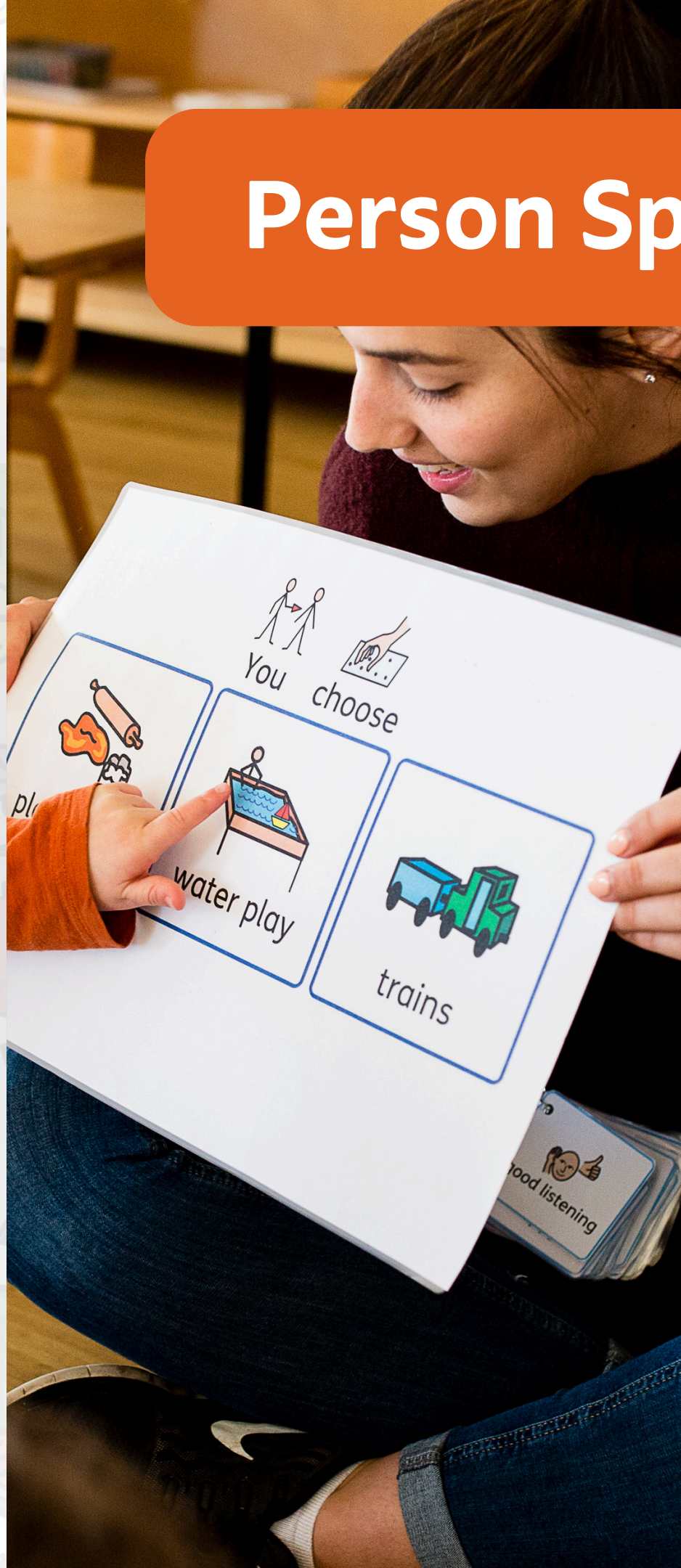
- **Linguistics or Languages degree:** A degree in Linguistics, Modern Languages, or a related field, providing strong foundation in language structure, grammar, and semantic analysis.
- **Advanced linguistic and technical expertise:** Demonstrable understanding of language structure, linguistic analysis, data management, and language technology (ideally at degree or postgraduate study level).
- **Translation experience:** 1-3 years' experience working in a translation company or similar linguistic role, with understanding of translation workflows and quality standards.
- **Attention to detail:** Exceptional attention to detail and quality focus, essential for maintaining data accuracy and consistency across the symbol language system.
- **Time management:** Strong time-management skills to handle multiple projects and deadlines effectively, particularly when coordinating with external translation partners.
- **Project management:** Basic project management and organisation skills to coordinate translation projects and manage multiple concurrent tasks.

Person Specification and Desired Experience

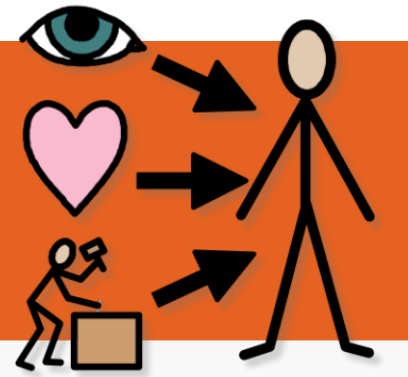


Desirable

- **MA in Translation:** A Master's degree in Translation, Translation Technology, or Applied Linguistics, providing advanced understanding of translation theory and practice.
- **Software tool familiarity:** Experience with translation tools, data management systems, or similar software applications that demonstrate comfort with technical workflows and logical data processing.
- **Natural language processing understanding:** Familiarity with or ability to understand natural language processing concepts and logical data processing workflows.
- **Academic background:** Strong academic approach to language analysis and research, beneficial for maintaining a logical approach to the symbol language system.
- **Communication skills:** Excellent people and communication skills for working effectively with external agencies and internal teams.



Person Specification and Desired Experience



Characteristics

- **Quality-focused approach:** A commitment to maintaining the highest standards of linguistic accuracy and consistency in all work.
- **Long-term project orientation:** Enjoyment of long-term projects and the ability to maintain focus and quality over extended periods.
- **Collaborative mindset:** Ability to work effectively with diverse teams including designers, developers, and external translation partners.
- **Problem-solving attitude:** Creative approach to solving linguistic challenges and finding appropriate solutions for complex translation scenarios.
- **Logical rigour:** Strong analytical thinking and logical approach to problem-solving, essential for maintaining data consistency, understanding the symboliser's natural language processing workflows, and managing complex linguistic relationships within the symbol system.
- **Cultural sensitivity:** Understanding and appreciation of cultural nuances in language and communication, essential for effective translation oversight.



Benefits



At Widgit, we believe in fostering a work environment that supports and empowers our staff. Our benefits package is designed to promote wellbeing, professional development, and a healthy work-life balance. From competitive salaries and healthcare options to unique perks and development opportunities, discover just some of what's on offer...



Basic salary

- To be discussed



Financial

- Company bonus scheme
- Cost of living boosted / benchmarked pay
- Independent financial advisor provision
- Group life assurance (4x salary on death)
- Enhanced Maternity / Paternity Pay



Time off

- 25 days' holiday plus bank holidays (33 in total)
- Option to buy / sell up to 5 days of holiday
- Free day off for moving home



Health

- Bupa Bluea Health Service (GP) on 'Medical History Disregarded' basis / Bupa Dental
- Access to Mental Health First Aiders & emergency First Aiders
- Free eye tests
- £175 towards VDU (workstation) glasses
- Free flu vaccination vouchers



Working environment and culture

- Flexible working
- Home office set-up, including chairs, monitors, etc.
- Company socials and events organised by our Culture Club



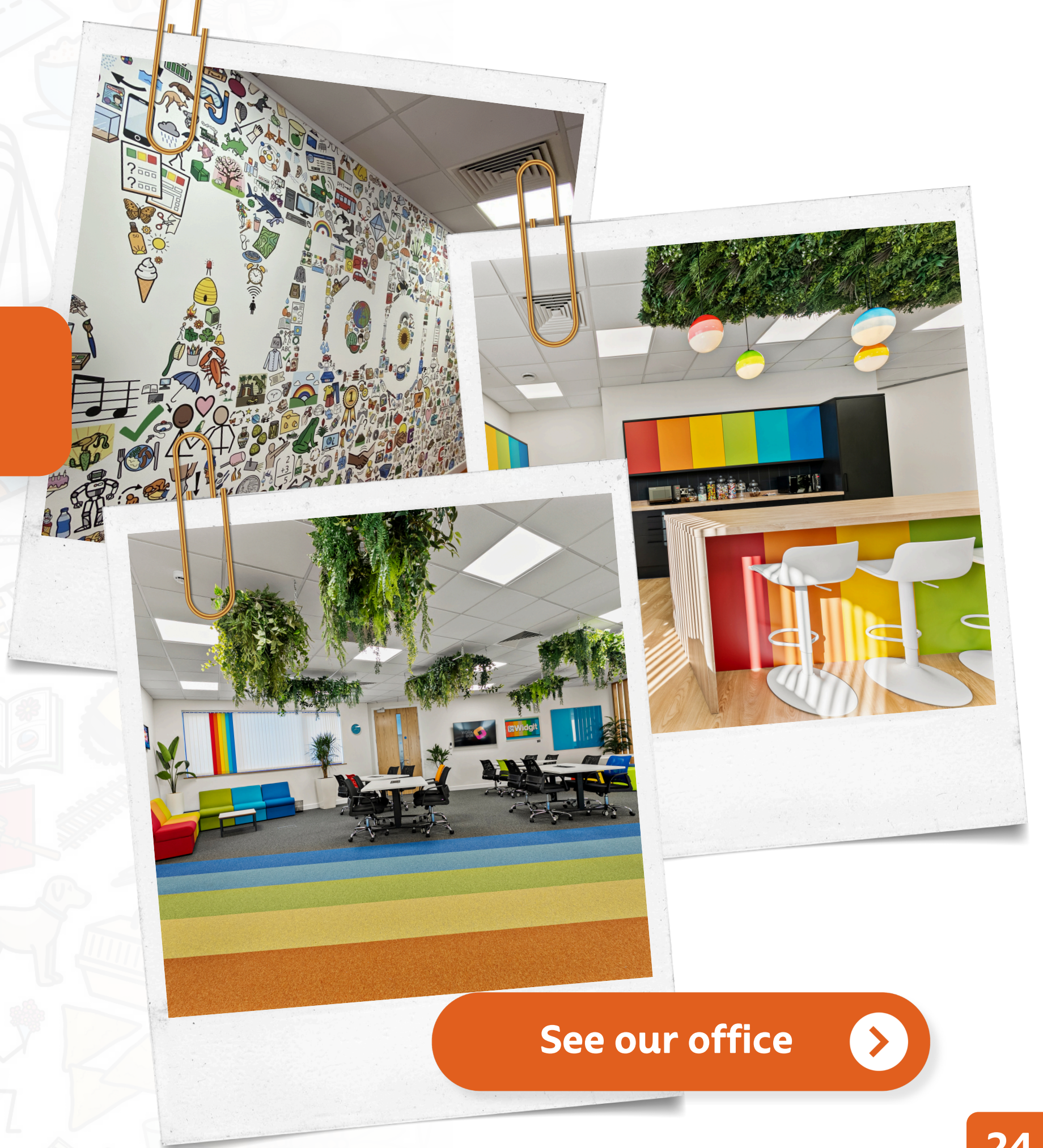
Development

- Job-related training and development

Location

Widgit's offices are based in Warwick. Most of our staff are hybrid workers, so as such, many of the desks are hot desks. With our team having grown significantly in recent years, we are also excited to expand Widgit HQ further to a second floor, with an innovative new workspace.

In today's modern world, we recognise that individual needs and circumstances vary, and we strive to create a supportive environment where everyone may achieve their full potential. By embracing a flexible approach to working hours and leave, we empower staff members to balance their work and personal commitments effectively.



See our office



Widgit® Culture Club

From mindfulness days to bake sales and beyond (and not forgetting our summer and winter parties), the Widgit Culture Club helps to ensure all staff members have the opportunity to socialise with their fellow Widgiteers – both inside and outside the office.



Charities



We're proud to give back to the communities that shape who we are today, ensuring at least one penny of every pound of profits goes to good causes.

From donating to our local food bank to volunteering our time at a local special needs school, discover the full list of charities we've supported below.



Spreading Festive Cheer to Families in Need →



Widgit Volunteer Day at Evergreen School, Warwick →



Widgit Wilding: Planting Trees for a Greener Future →



Supporting Our Local Food Bank →

See all charities



How To Apply



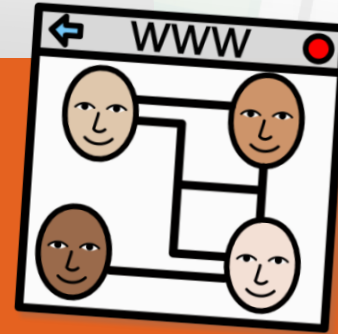
If you wish to apply for this position, please supply the following to jobs@widgit.com by **25/09/2026**:

- A detailed CV, setting out your career history, with responsibilities and achievements
- A cover letter (maximum two sides of A4) highlighting your suitability for the role for which you're applying and how you meet the person specification. Please note that the cover letter is an important part of your application and will be assessed.

If you have further questions after reading this pack, please email jobs@widgit.com.



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