



Craft and Technical Skills 2018

APPLICATION GUIDELINES

The intent:

Northern Ireland Screen is running a skills development scheme called Craft and Technical Skills 2018. The scheme provides training opportunities in varied roles in the film and television industry between April 2018 and March 2019.

Craft and Technical Skills 2018 is a paid placement scheme (NMW/NLW) and the participants will gain experience on Northern Ireland Screen funded film and television projects.

This is a call for applications interested in working in the **Sound Department**

Where is it based?

The scheme and placements will be based in Northern Ireland and participants will be expected to base themselves in Northern Ireland for the duration of the scheme.

Who is eligible to apply?

You are eligible to apply if you can answer YES to these questions:

- Are you a legal resident of Northern Ireland?
- Are you available to participate in the scheme full time between October 2018 and November 2018?

If you cannot answer **YES** to these questions please do not apply. Ineligible applications will be automatically discarded.

What are the priorities?

Applicants who can demonstrate **a long term commitment** to working in the film and television industry, are being sought, nobody else should apply.

Experience working in a professional filming environment and familiar with the processes of production and set etiquette would be desirable but not essential. This position may be of interest to anyone who has studied audio technology or has previous experience working on short films in a sound recording role.

How do I apply?

To apply to the Craft and Technical Skills 2018 scheme applicants must submit the following:

- A ONE A4 page letter of application explaining how your career to date satisfies the minimum entry requirements and clearly demonstrates your specific interest in, and understanding of, the role you are applying for. This letter should also demonstrate your long term commitment to working in the film and TV industry and detail your aims for the future and how this scheme would help you achieve them.
- Your current CV with the contact details of two referees

How will applications be assessed?

Representatives of Northern Ireland Screen will assess your application based on the following criteria:

- The information contained within the applicant's letter.
- Strength of CV and references from referees.
- Suitability of the scheme for the applicant, i.e. how the individual's career will benefit from Craft and Technical Skills 2018.
- The applicant's demonstration of a long term commitment to their chosen craft or technical department.

NOTE: Short listed applicants will be invited for interview in the week of 24th September 2018.

How do I obtain application details?

Application information can be obtained online via the Northern Ireland Screen website: www.northernirelandscreen.co.uk or hardcopies can be obtained by contacting Kerry Flynn at Northern Ireland Screen on 028 90 232444.

For application queries please contact Kerry via email : kerry@northernirelandscreen.co.uk

Email the completed application form, along with all required application materials to: applications@northernirelandscreen.co.uk and state in the subject line **SOUND TRAINEE**

Or post your application to:

Craft and Technical Skills 2018
Northern Ireland Screen
3rd Floor, Alfred House
21 Alfred Street
Belfast
BT2 8ED

Please clearly mark on the envelope which department you wish to be considered for.

Deadline for applications: 1200 hrs Friday 21st September 2018

PLEASE NOTE: under no circumstances will applications be accepted after this deadline.

NB: Due to the high volume of applications Northern Ireland Screen receive, unfortunately we are unable to offer individual feedback to unsuccessful applicants.

There may be a reserve list of applicants drawn up for this post which would last for a maximum of 12 months. Should a similar post become vacant within this time, it may be offered to those on the reserve list, in order of merit, without further interview.

DIVERSITY NOTE

Northern Ireland Screen is committed to promoting diversity Northern Ireland Screen will provide equal opportunity for all applicants.

We will not discriminate on any grounds including:

Age	Gender
Socio-economic class	Sexual orientation
Employment status	Political opinion
Religion	Marital status
Educational attainment	Disability
Ethnicity	

We will monitor our programmes on an ongoing basis and target any under-represented groups as and when appropriate.