

PRODUCTION CRAFT & TECHNICAL 2020

GUIDELINES

The intent:

Northern Ireland Screen is running a skills development scheme called **Production, Craft and Technical Skills 2020**. The scheme will provide training opportunities in varied roles in the film and television industry between February 2020 – March 2021.

Production, Craft and Technical Skills 2020 is a paid placement scheme (NMW/NLW) and the participants will gain experience on Northern Ireland Screen funded film and television projects.

We are currently looking for:

ART DEPARTMENT TRAINEE

What are the priorities?

Applicants who can demonstrate a long-term commitment to working in the film & television industry.

Essential Criteria

- Applicants must have a good working knowledge of a range of computer software and applications i.e., ideally knowledge of Illustrator and Photoshop.
- Must be organised and be able to work under pressure.
- Must be available initially between February 2020 – June 2020.

Desirable Criteria

- Well informed about the use of modern technology, especially computers.

How do I apply?

To apply to the **Production, Craft and Technical Skills 2020**, applicants must submit the following via Northern Ireland Screen's online application form where you will be asked to complete:

- Job History
- Education
- A paragraph of a maximum of 700 words confirming that you meet the eligibility requirements of the scheme, your aims for the future and how this scheme would help you achieve them
- Details of two referees

You can access our online application system [here](#). **Please note**, if this is your first time applying for a role using this system, you will be prompted to create a profile. Once registered, the system will retain your information for any future roles you apply for.

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 paragraph confirming that they meet the eligibility requirements
- Essential Criteria

- Strength of job history and references from referees
- Suitability of the scheme for the applicant, i.e. how the individual's career will benefit from **Production, Craft & Technical Skills 2020**

In the event of a high number of applications being received the desirable criteria will be used to shortlist for interview.

How do I obtain application details?

It is preferable that all applications are completed via our [online portal](#). However, should you require an application form in an alternative format, please contact Kerry [via email](#).

DEADLINE FOR APPLICATIONS: 1200 HRS FRIDAY 7TH FEBRUARY 2020

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 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 and will provide equal opportunity for all applicants.

We will not discriminate on any grounds including:

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

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