

GETTING INTO THE INDUSTRY



BBC

itv

Disney+

sky

S4C

boom
cymru

N

prime



WARNER BROS.
DISCOVERY



ELE
VEN

HBO

RONDO



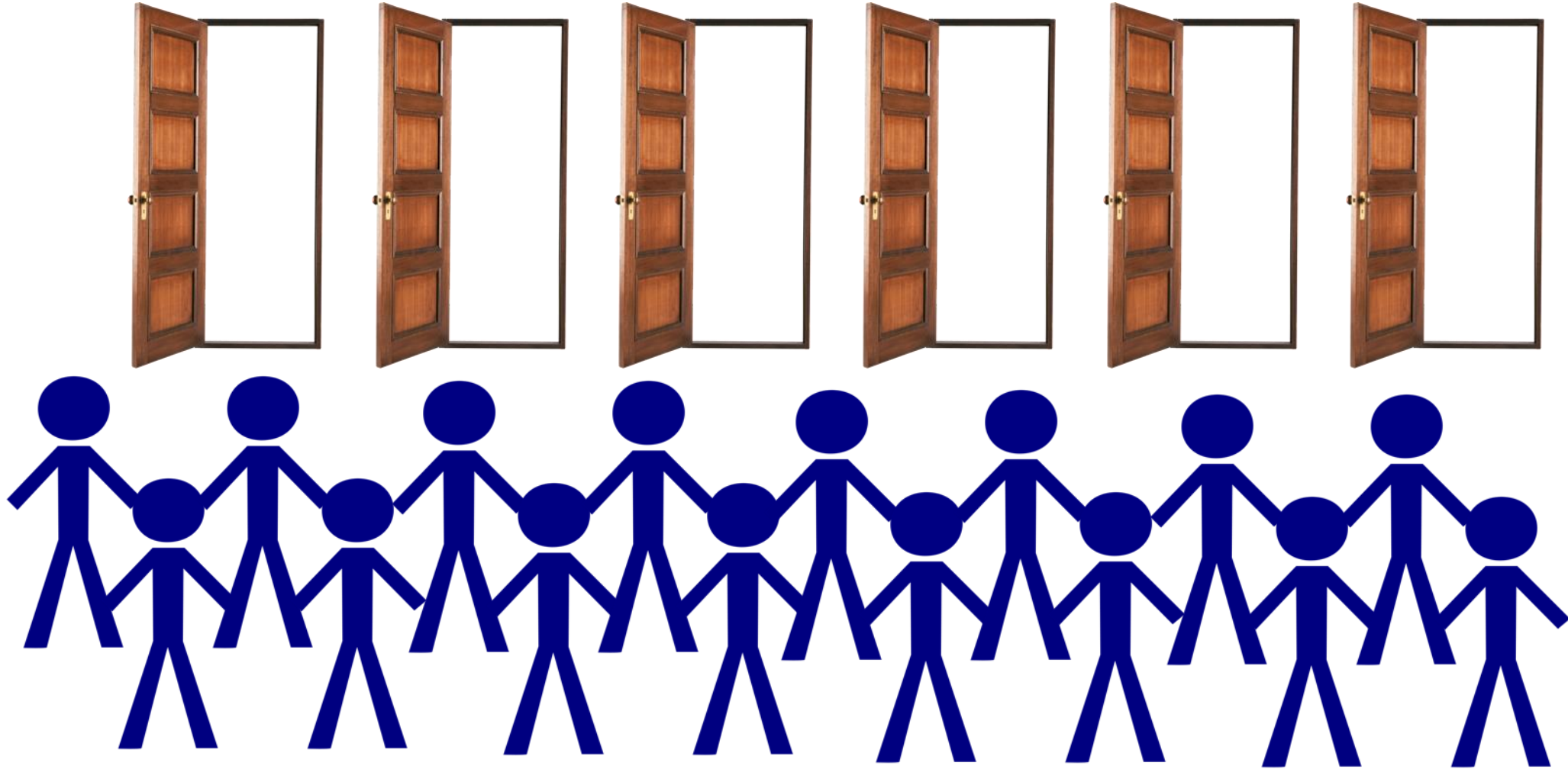
BADWOLF

His Dark Materials – BBC/HBO
A Discovery of Witches - SKY
Industry – BBC/HBO
I Hate Suzie - SKY
The Winter King - ITV
Doctor Who – BBC/ DISNEY+
Red Eye - ITV
Dope Girls – BBC

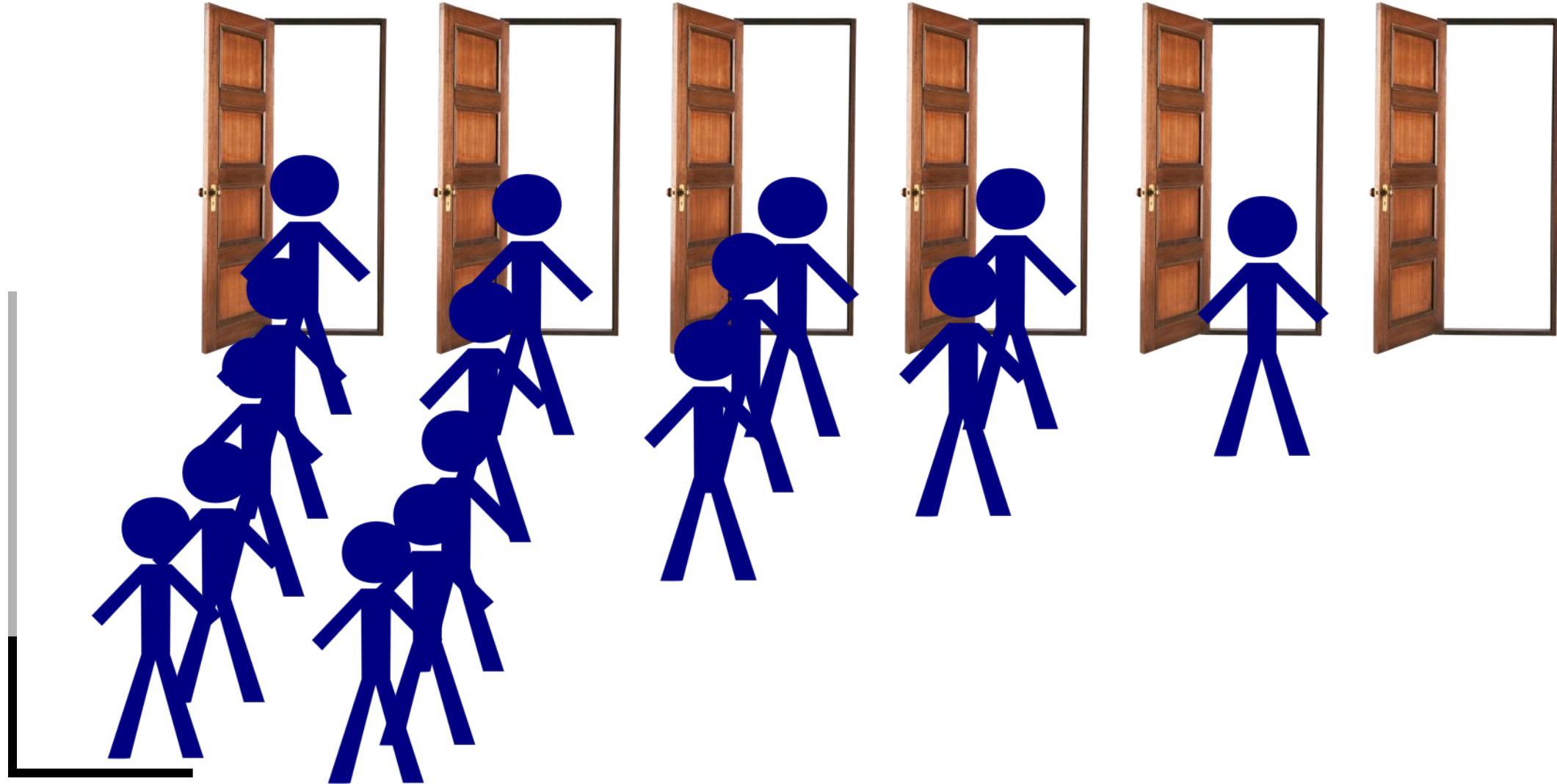
Upcoming:

The Other Bennet Sister – BBC
The War Between Land and Sea - BBC

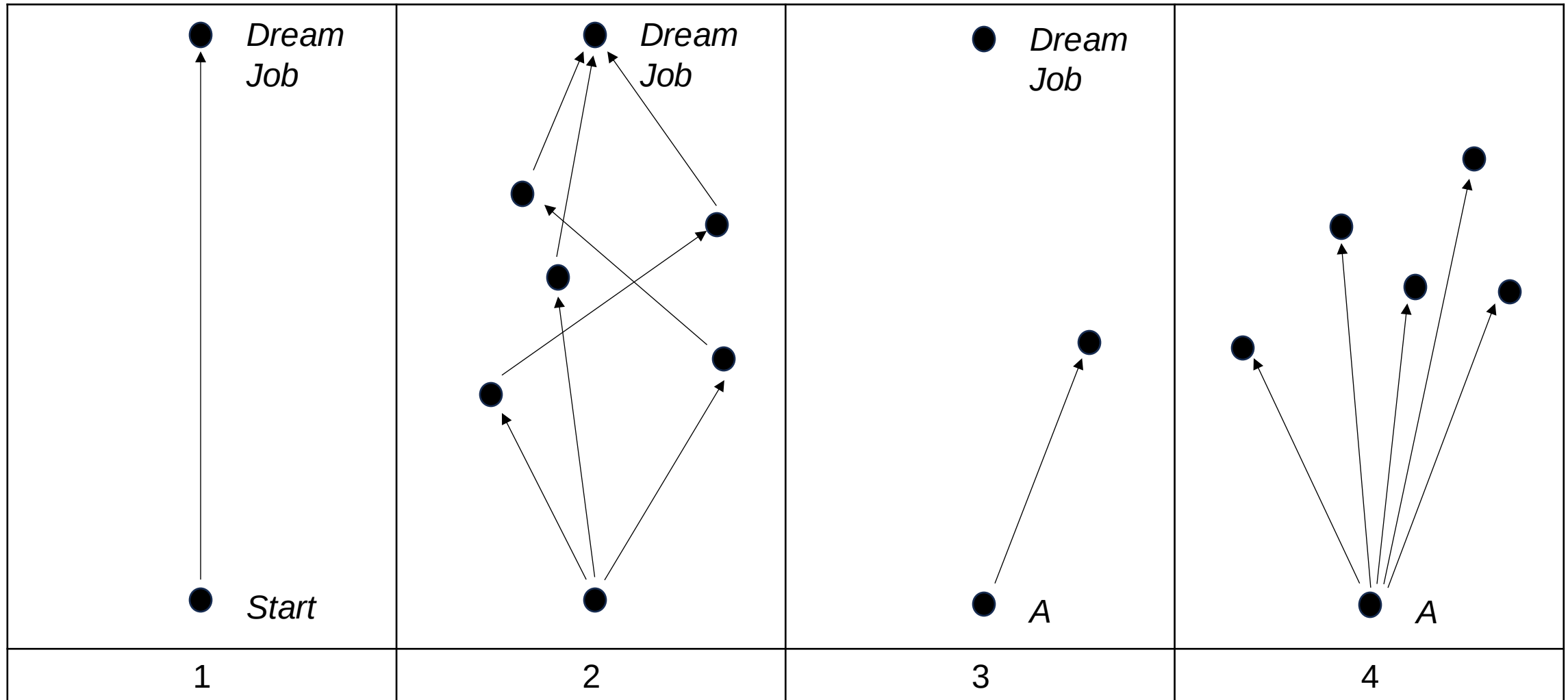
Getting into the industry



Getting into the industry



What we do.....



Different Departments



Different Departments

- Production Office
- Scripts
- Assistant Directors
- Casting
- Finance
- Art
- Set Decoration
- Props
- Prop making
- Construction
- Camera
- Sound
- Lights
- Grip (Setting up lights/electrics)
- Makeup
- Costume
- Locations
- Facilities
- Transport
- Catering
- Health & Safety
- Medic
- Insurance
- Publicity
- Post Production
- Special Effects (SFX)
- Creature Effects
- Visual Effects (VFX)
- Stunts
- Sustainability



Different Departments

Which departments would find these skills useful?

People
Skills

Time
Management

Camera
Skills

Money
Management

Attention to
detail

Multitasking



WHICH OF COULD UTILISE CAMERA SKILLS?

- Production Office
- Scripts
- Assistant Directors
- Casting
- Finance
- Art
- Set Decoration
- Props
- Prop making
- Construction
- Camera
- Sound
- Lights
- Grip (Setting up lights/electrics)
- Makeup
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- Medic
- Insurance
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- Special Effects (SFX)
- Creature Effects
- Visual Effects (VFX)
- Stunts
- Sustainability



Recognising Different Titles

Examples

- Runner or Assistant
- Producer or Producer



Next Steps

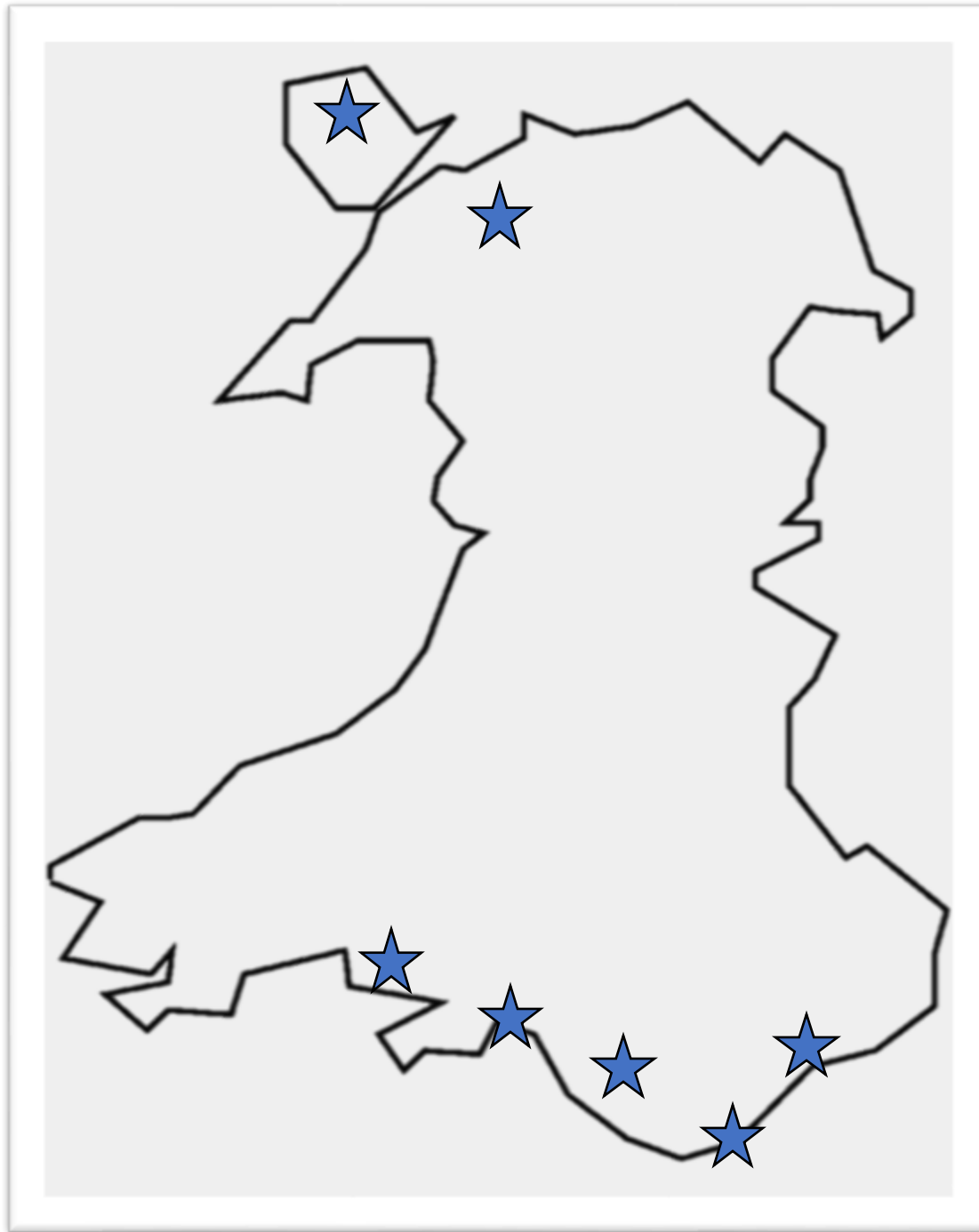
- Watch BTS content
- Check credits
- Digital Research/ Polite 'stalking'
- Be industry savvy

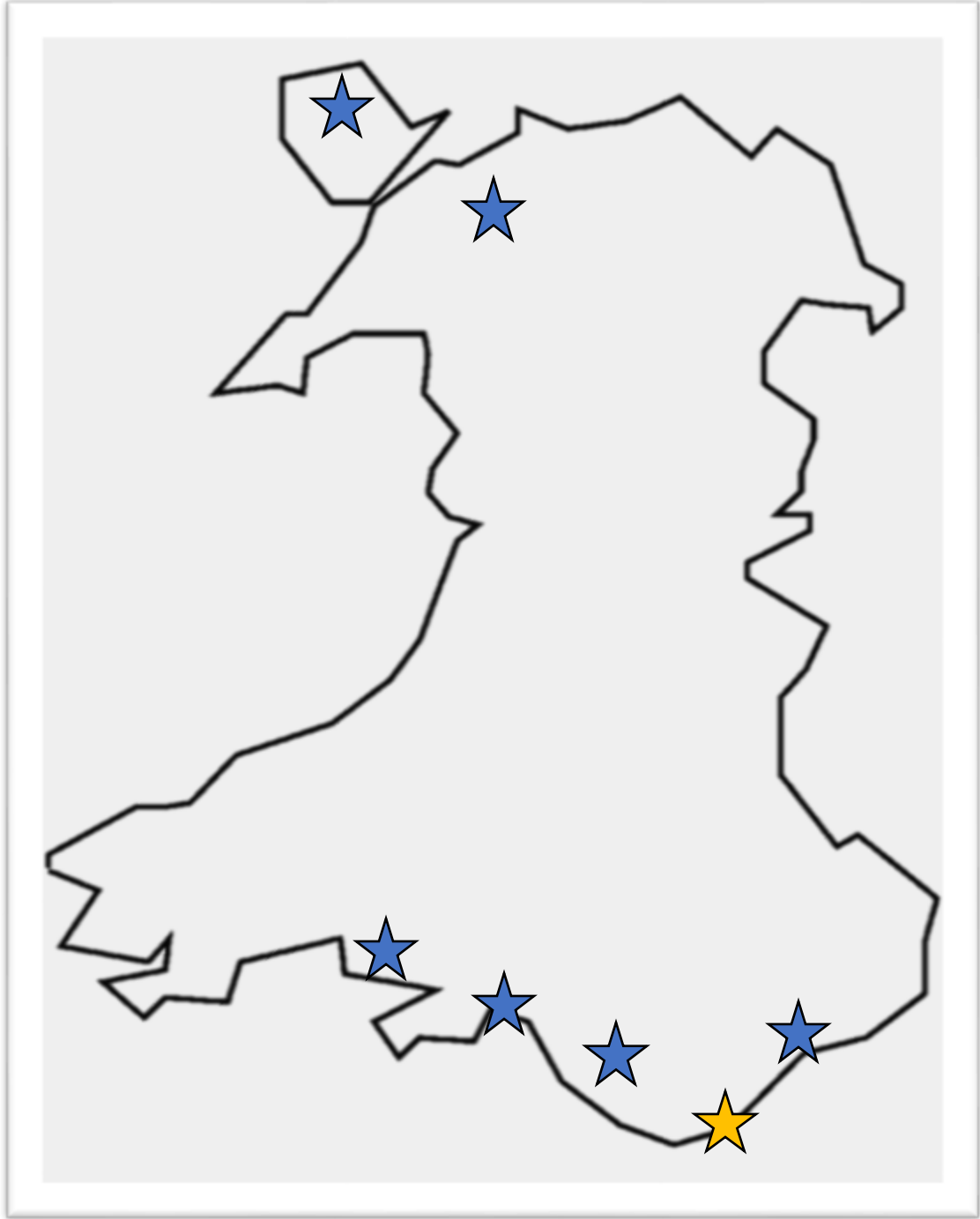
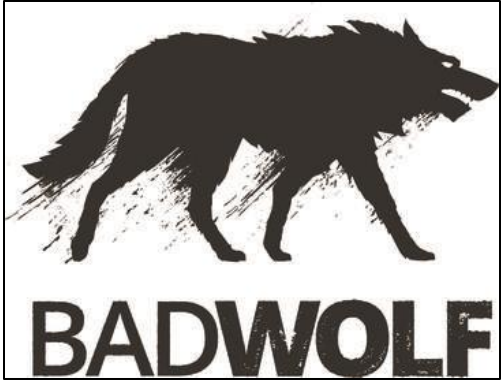


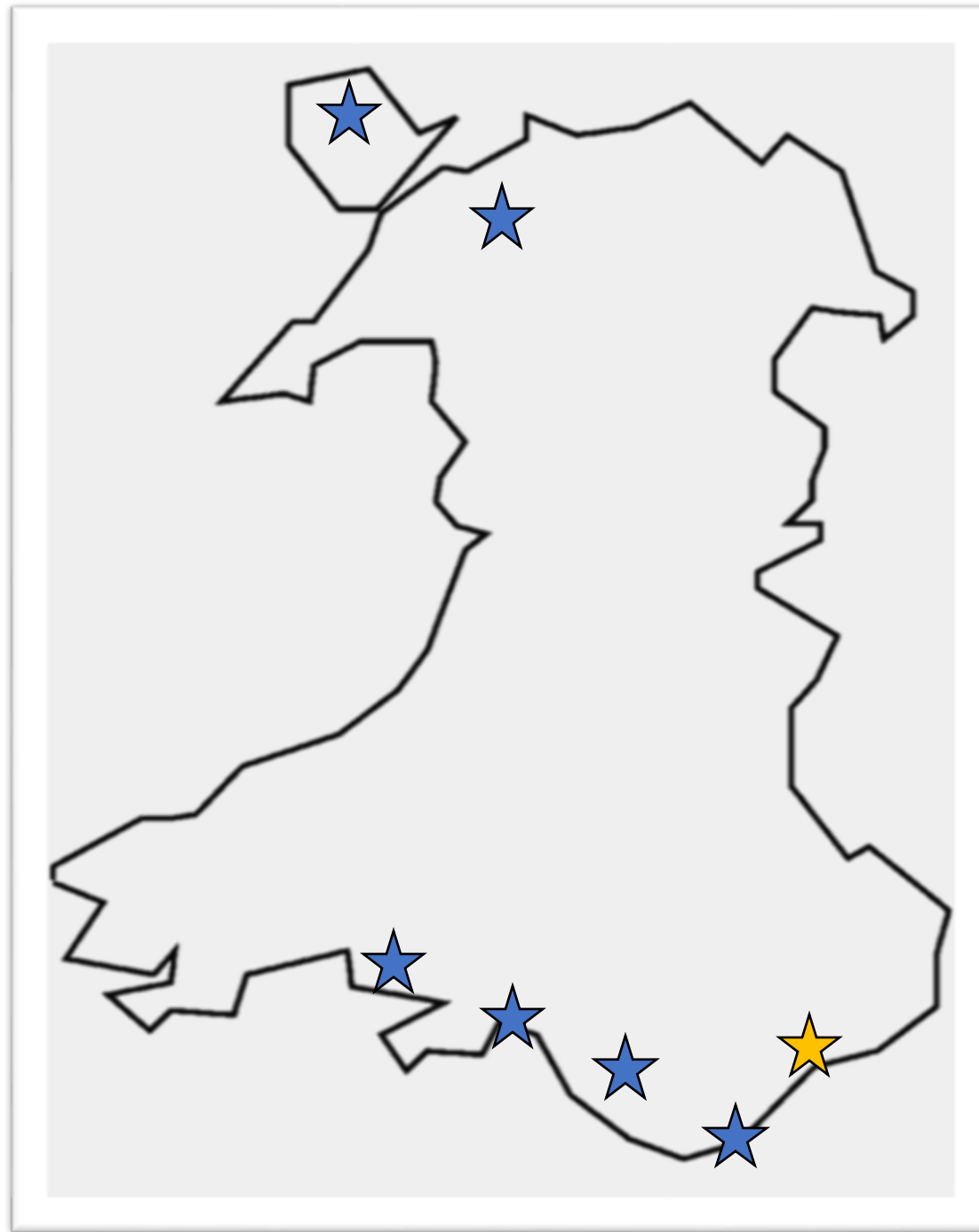
Task

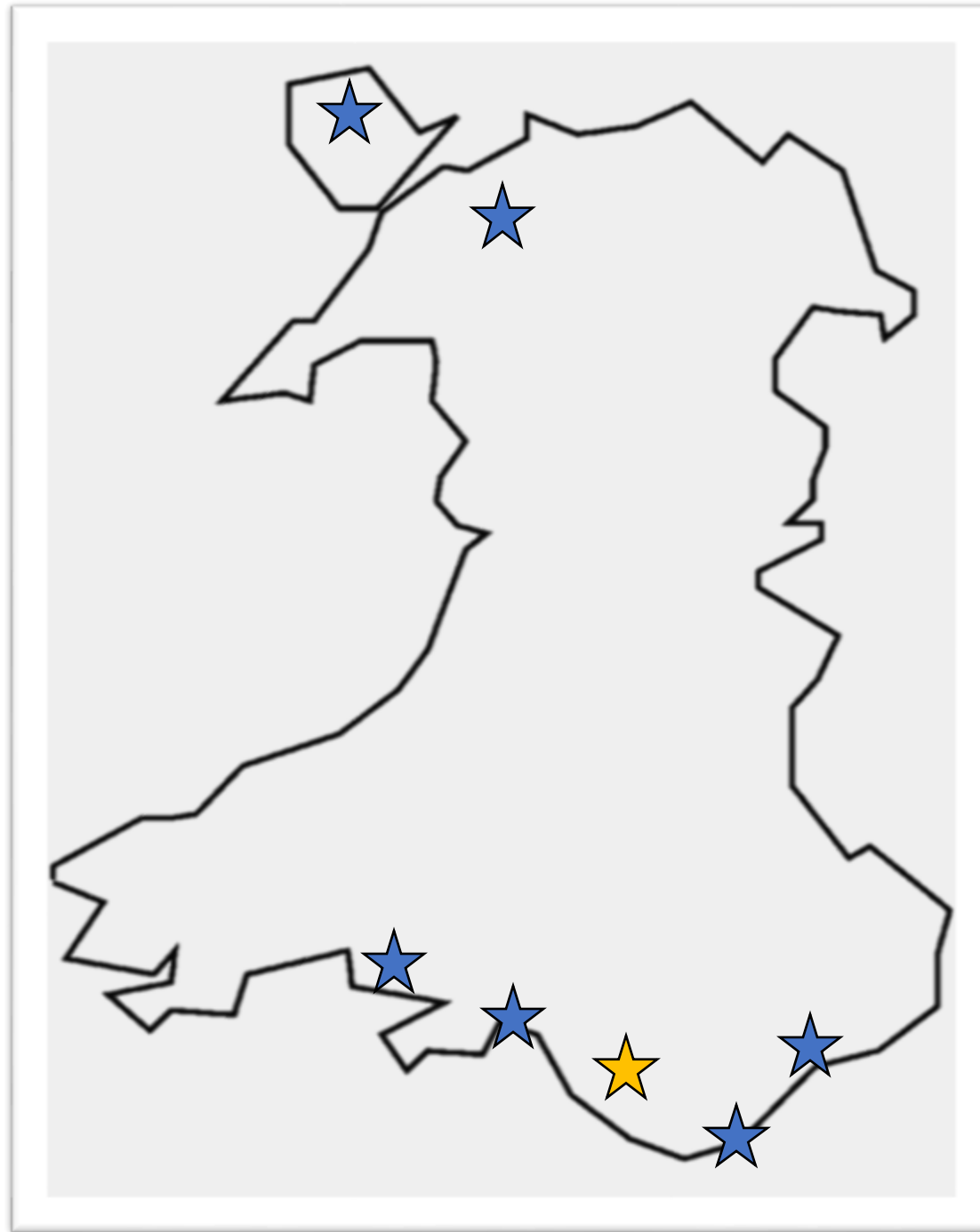
1. Find a film or television programme you like on IMDb
2. Find the 2nd AD
3. Google them – have they done interviews?
On Social Media?

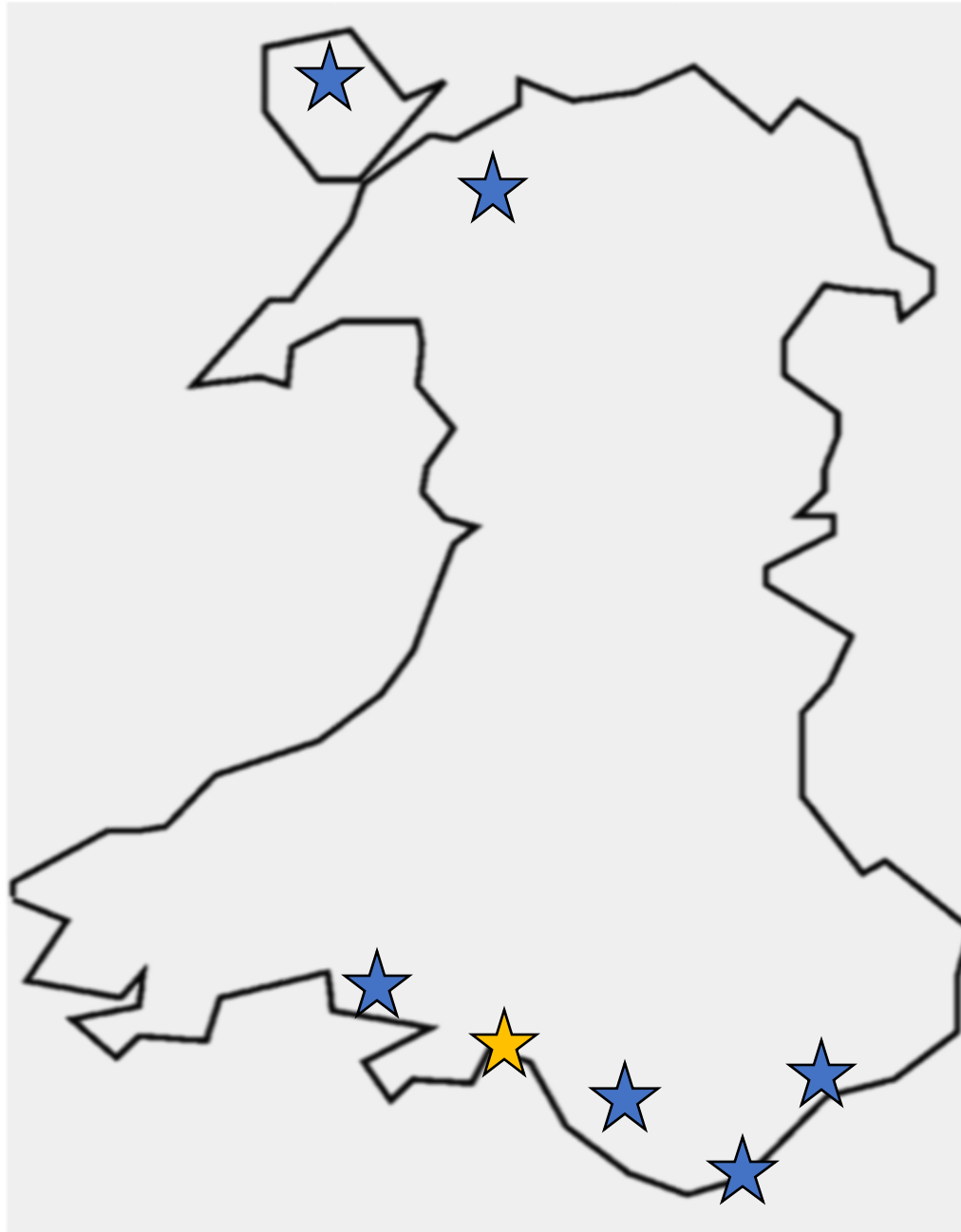


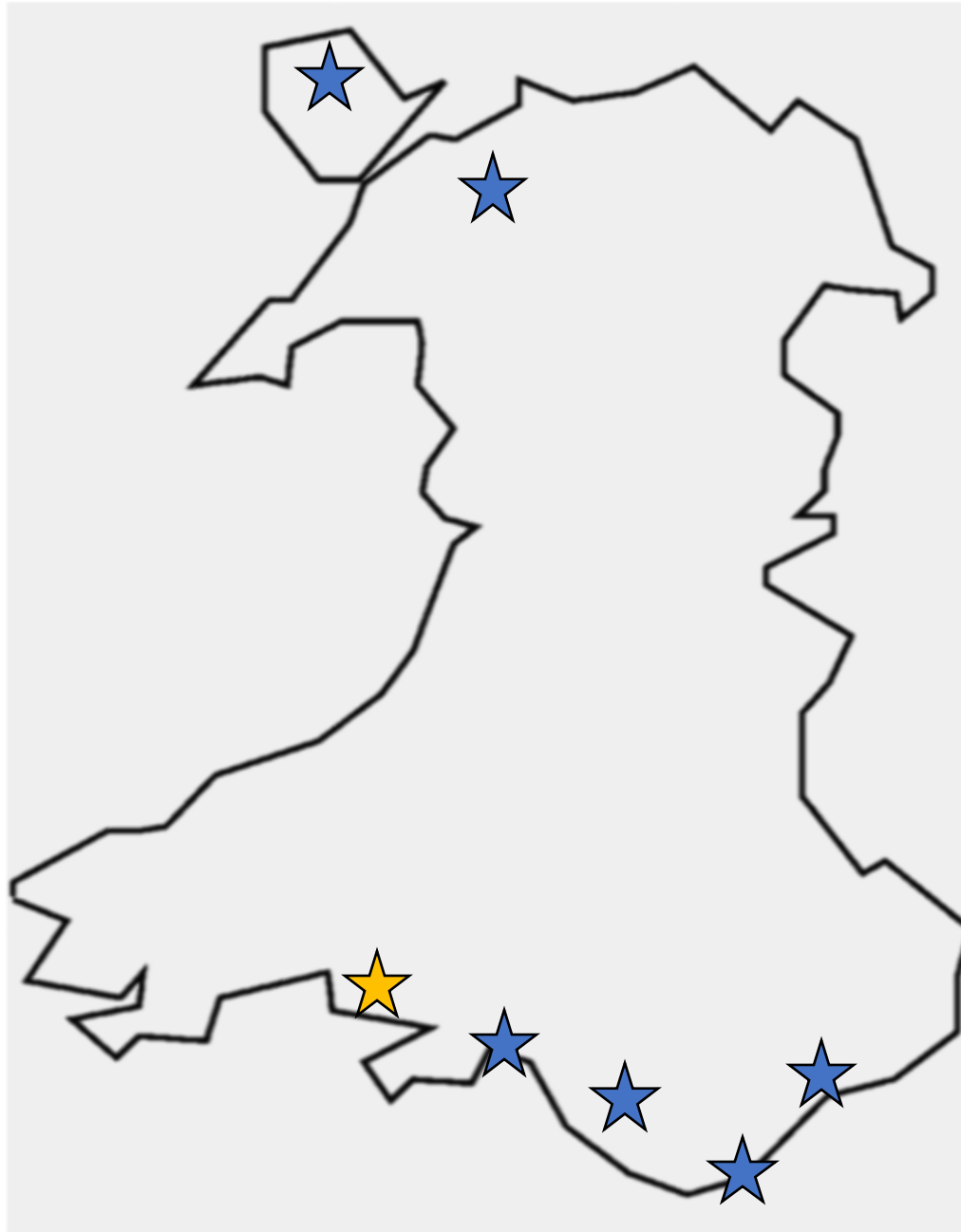












RONDO



Pathways

Example:
Becoming a director

IMDb Top 100

- Shawshank Redemption / Frank Darabont
- The Godfather & Godfather Part 2 / Francis Ford Coppola
- The Dark Knight & Inception / Christopher Nolan
- The Lords of the Rings: The Two Towers & Return of the King / Peter Jackson
- Schindler's List / Steven Spielberg
- 12 Angry Men / Sidney Lumet
- Pulp Fiction / Quentin Tarantino
- Fight Club / David Fincher
- Forest Gump / Robert Zemeckis
- The Good, the Bad and the Ugly / Sergio Leone

1. Find the director on IMDb
2. What is their earliest credit
3. Was it as a director?
4. Was it on a feature film?



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CVs & Cover Letters



1. General Tips

1. Acknowledge the human element
2. Be positive
3. Don't be subjective
4. Make it clear it's not spam
5. Make it easy for employers to find your highlights
6. Avoid comedy



2. CVs - Overall

1. 8 second rule (get it checked!)
2. Keep to the bare bones
3. Use a standard font style and size
4. PDF it!
5. 1 side of A4
6. Save it with a job specific title/your name



- BUYER / PRODUCTION DESIGNER / ART DIRECTOR

E: [REDACTED]@b.co.uk T: [REDACTED]

TITLE	DIRECTOR	PRODUCER	CREDIT
A BRIEF HISTORY OF TIM	JAMIE ADAMS	STU RICHARDS	ART DIRECTOR
THE LAST CHRISTMAS FOR THE ANT	JAMIE ADAMS	HOUSTON KING	ART DIRECTOR
BLACK MOUNTAIN POETS	JAMIE ADAMS	JOHN RENNIE	ART DIRECTOR

TITLE	HEAD BUYER	HEAD BUYER PROPS	CREDIT
THE BASTARD EXECUTIONER	BEN MORRIS	KATE WILSON	PC BUYER

TITLE	DIRECTOR	DESIGNER	CREDIT
UP ALL NIGHT	JOHN HENDERSON	BLAIR BARNETTE	ART DEPT.
UNDER MILK WOOD	KEVIN ALLEN	MARIE LANNA	ART DEPT.

TITLE	HEAD BUYER	FABRICATION MANAGER	CREDIT
DA VINCIS DEMONS	JULIAN LUXTON	BARRY JONES	FABRICATOR

BACHELORS DEGREE	COURSE	UNIVERSITY
	SURFACE PATTERN DESIGN	UWTSO

INTERNSHIP	LOCATION
DA VINCIS DEMONS	BAY STUDIOS
LULU GUINNESS	LONDON HQ
HALO TEXTILES	SOHO
TOAST	SWANSEA HQ

DRIVING LICENCE AND OWN TRANSPORT
FULL ADOBE SUITE
FULL MICROSOFT SUITE
DISCOUNT CARDS

REFERENCE	TELEPHONE	EMAIL
KATE WILSON BARRY JONES JULIAN LUXTON	[REDACTED]	[REDACTED]

I'm currently a student at **The London College of Communication** studying **BA (Hons) Film Practice**. I am a **keen film-maker**, interested in all areas of the industry – but specifically seek a future career in **Screenwriting, Directing and Producing**. However, I am **happy to work anywhere in production or in post/pre production** and will appreciate the experience in any area.

Education & Qualifications

- BA (Hons) Film Practice at London College of Communication – 2nd Year
- Merit Award Art Foundation at Cardiff School of Art & Design

Skills

- **Editing software** - Adobe Premiere Pro CC
- **Scheduling software** – Movie Magic Scheduling 6
- **Screenwriting**
- **Basic photoshop knowledge** – CC
- **Basic Photography/Videography** – Canon 5D/Panasonic GH2
- **Basic Lighting knowledge**
- **Drawing** – studied illustration briefly
- **Acting** – A member of Actor is Session acting classes
- **Set Building** –designer assistant for theatre company Roar Ensemble

Film Experience

- **Co-Writer/Co-Director** of Short Film 'Throw Me to the Dogs'
- **First A.D** on Short Film 'Stockroom' directed by Juno Birch with Jonathon Ross as executive producer
- **Writer/Director** of Short film '1-0-8-0' starring Darren Kent & Paul Dewdney (see on IMDB)
- **Writer/Producer** for Short Film 'Leaving' directed by Christopher Spurdens (Red Glow Entertainment)
- **Cameraman/Editor** for promotions video for theatre piece 'Maudie's Rooms' (Roar Ensemble)
- **Electrical Assistant** on brief work experience for 'The Big I Am' (Cinematic Productions)

Employment History

- Retail Assistant at Urban Outfitters, Marble Arch (current)
- Barista/Waiter at Barkers Coffee Shop and Tea House, Cardiff (06/14-09/14)
- DNC Hospitality – Bar Worker at Emirates and Wembley Stadium (10/13 – current)
- Design Assistant for theatre company 'Roar Assemble' – production called 'Maudie's Rooms' (03/14 – 04/14)
- Charity Fundraiser for Oxfam, Melbourne, Australia (07/13 – 07/13)
- Bar Man/Promotion for Space Hotel Bar, Melbourne, Australia (06/13 – 07/13)
- Bar Man/Waiter in Berkelouw Books 1884 Jazz Bar, Sydney, Australia (05/13 – 06/13)
- Cashier at Nando's chickenland LTD (05/12 – 04/13)
- Bar Man/Front of House at Sherman Cymru (02/12 – 03/13)
- Retail Assistant at Paperchase LTD (10/11 – 02/12)
- Catering Assistant for 'The Parsnipship' (09/10 – 1/11)



Name

e-mail / Location (town/city) / Telephone Number

Driving Status (optional) [Main online presence](#) – (as a hyperlink, optional)

Personal Statement:

Background, long term aims and suitability to this *specific* role (Max 3 sentences)

Work Experience:

Job Title/ Role	Production/ Company	Dates (From/ To, or specific dates)	Head of Department or Line Manager	Notes (e.g. paid or unpaid, unique tasks)

(Once you have industry experience – break into 2. **Industry experience** and **Work Experience**)

Awards/ Notable Achievements:

Could be:

- Anything that needs expansion from above.
- Awards or commissions for previous work

Skills:

Things you could do in the workplace tomorrow, such as using a type of software, re-wire a house, make a cast of a prop, remake or repair a dress. Avoid subjectivity!

Education:

Most recent first, and in most detail.

Earlier qualifications – summarise number and level, except where relevant to role.

Hobbies and Interests:

What you do outside of work/ education

References:

Available on request (GDPR means best not sharing details of people)

GDPR Statement:

(Stating that you are happy for them to keep onto your details for a specified period of time)



YOUR NAME

JOB TITLE | LOCATION | NUMBER | EMAIL
DRIVING STATUS (OPTIONAL) ONLINE PRESENCE

**PERSONAL
STATEMENT**

To get started, click placeholder text and start typing. Be brief: one or two sentences.

Double-click the table cells in the footer to add your contact info (or delete the columns you don't want).

SKILLS

Explain what you're especially good at. What sets you apart? Use your own language—not jargon.

REFERENCES

Available on request

GDPR statement

WORK EXPERIENCE

JOB TITLE • COMPANY • DATES FROM – TO

Summarize your key responsibilities, leadership, and most stellar accomplishments. Don't list everything; keep it relevant and include data that shows the impact you made.

JOB TITLE • COMPANY • DATES FROM – TO

Think about the size of the team you led, the number of projects you balanced, or the number of articles you wrote.

AWARDS/ACHIEVMENTS

DEGREE • DATE EARNED • SCHOOL

You might want to include your GPA and a summary of relevant coursework, awards, and honors.

EDUCATION

DEGREE • DATE EARNED • SCHOOL

You might want to include your GPA and a summary of relevant coursework, awards, and honors.

DEGREE • DATE EARNED • SCHOOL

HOBBIES/INTERESTS



2. CVs - Overall

1. Personal Details
2. Personal Statement
3. Work experience
4. Awards
5. Skills (if they don't fit in earlier)
6. Education
7. Hobbies and interests (if they don't fit in earlier)



2. CVs – Personal Details

Name

e-mail / Location (town/city) / Telephone Number

Driving Status*

[Main online presence](#) – as a hyperlink*

1. No need for Curriculum Vitae
2. Let them know where you are & how to get in touch
3. Driving status (*Optional)
4. Main digital presence (*Optional)



2. CVs – Personal Statement

Personal Statement:

Background, long term aims and suitability to this specific role

1. First thing they see – STAND OUT FROM THE CROWD
2. 3-4 sentences – Who are you? What are you offering?
3. Mention the role or department you are applying for or what you are looking for
4. Aim to prove WHY you are suitable for job in 1 succinct paragraph



2. CVs – Work Experience

Work Experience:

Job Title/ Role	Production/ Company	Dates (From/ To, or specific dates)	Head of Department or Line Manager	Notes (e.g. <u>paid or unpaid,</u> <u>unique tasks</u>)

1. Include ALL relevant paid and unpaid (but specify difference) – Include JOB TITLE, NAME OF COMPANY/PRODUCTION/TITLE OF SHOW/DIRECTOR/DESIGNER
2. Separate section for Industry & Non-Industry once you have credits



2. CVs – Awards/Achievements/Certificates

Awards/ Notable Achievements:

Could be:

- Anything that needs expansion from above.
- Awards or commissions for previous work

1. If you have ever won a bursary/award – include that
2. If a show you worked on won an award – include that too!
3. Include notable school/college or university projects
4. Certificates – Health and Safety etc
5. Don't fill for the sake of it!



2. CV's – Skills

Skills:

Things you could do in the workplace tomorrow, such as using a type of software, re-wire a house, make a cast of a prop, remake or repair a dress

1. Consider detailing in experience if possible
2. What could you do if starting tomorrow?
3. Prioritise role relevance
4. Avoid subjective levelling



2. CVs – Education

Education:

Most recent first, and in most detail.

Earlier qualifications – summarise number and level, except where relevant to role

1. Most recent to earliest
2. Include dates, type of qualifications, grade achieved
3. Tailor what you highlight to the role



2. CVs – Hobbies and Interests

Hobbies and Interests:

What you do outside of work/ education

1. Don't fill for the sake of it! Make them relevant



2. CVs – Final information

1. References – available on request
2. GDPR – This CV may be kept on file and distributed for employment purposes.



3. Cover letter

1. Fleshes out the CV – personal touch that CV will lack
2. Put in body of email (could be identified as spam)
3. Tailor to the job
4. Use OWN words
5. Use action verbs: avoid “I had to do..” Try “I devised and implemented...”
6. Clear and concise - 1 side of A4 Max
7. Spell check
8. Acknowledge who you are writing to... “I very much enjoyed your...”
9. SKILLS – go through the job spec (if you can) and relate your skills to that – PROVE IT



4. Bonus Tips – Emails

Either

1. [name@domain.com](#)

[rhys@screenalliancewales.com](#) or

2. [nameskill@domain.com](#) e.g.

[rhystraining@screenalliancewales.com](#)

3. Avoid anything you think is funny!



4. Bonus Tips – Social Media

1. Be prepared to be searched
2. Have a professional account
3. Share highlights



4. Bonus Tips – Websites/ Digital Portfolios

1. If you are aiming for a visual department – it's a must!
2. Make your best things are easy to find
3. Have a short link or hyperlink
4. Keep updated!





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Interview Preparation



1. Preparation – Know your Employer

1. Get Names if possible
2. Safe Cyber Stalking



1. Preparation – Know your Role

1. Search 'What does a Runner do?'
2. Draw links to your experience/ skills



2. Common Questions

Why do you want this job?/ Why do you want to work in this industry?



2. Common Questions

Why do you want to work for this organisation?



2. Common Questions

How are you suited for this role?



2. Common Questions

What are your future aspirations?



2. Common Questions

What is your biggest weakness?



3. General Tips

1. Interviewers are human
2. Ask a question



What is expected of you when
working on a set?





Practicality

Clothing

NDAs (Non Disclosure Agreements) and their implications

Secrecy about the production

Minimal or no photography

Implications for Social Media

Follow guidance on disposal

His Dark Materials.

Episode Two.

Marisa.

2

EXT./INT. MRS COULTER'S FLAT - DAY 4

2

LYRA and MRS COULTER stand facing a large art deco apartment block. Behind them, a DRIVER in Magisterium uniform unloads MRS COULTER's bags from a car.

LYRA looks up, impressed. PANTALAIMON, a mouse beside her, looks impressed too.



Hierarchy

Know where you fit
in

Appreciate the
value of every role

Become a student
of human behaviour



Working Hours



Contracts



Phone

Date 06 April 2015

HM Revenue & Customs

UTR
Tax Reference
Employer Reference

Your tax return

This notice requires you, by law, to make a return of your taxable income and capital gains, and any documents requested, for the year from 6 April 2014 to 5 April 2015.

Deadlines

We must receive your tax return by these dates:

- if you are using a **paper return** - by **31 October 2015**
(or 3 months after the date of this notice if that's later), or
- if you are filing a return **online** - by **31 January 2016**
(or 3 months after the date of this notice if that's later).

If your **return** is late you will be charged a **£100 penalty**.
If your return is more than 3 months late, you will be charged daily penalties of **£10 a day**.
If you **pay** late you will be charged interest and a late payment penalty.

Most people file online

File your tax return with HMRC's free online service. It is simple to use and secure. It even calculates your tax for you so you know what you owe or are owed right away.

Go directly to our official website by typing www.gov.uk/file-your-self-assessment-tax-return into your internet browser address bar.

Do not use a search website to find HMRC services online.

To file on paper, please fill in this form using the following rules:

- Enter your figures to the nearest pound - ignore the pence.
- Round down income and round up expenses and tax paid, it is to your benefit.
- If a box does not apply, please leave it blank - do not strike through empty boxes or write anything else.

Starting your tax return

Before you start to fill it in, look through your tax return to make sure there is a section for all your income and claims - you may need some separate supplementary pages (see page TR 2 and the Tax Return Guide). To get notes and helpsheets that will help you fill in this form, go to www.hmrc.gov.uk/selfassessmentforms

Your personal details

[illegible]

Showing initiative



http://bit.ly/SAW_TomD



Employability



rhys@screenalliancewales.com

www.screenalliancewales.com



@ScreenAllianceW



@Screen Alliance Wales



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@ info@ScreenAllianceWales.com

