



COMPANY PLACEMENT SCHEME

KIPPIE -

**TRAINEE PROGRAMMER & WORKSHOP
FACILITOR**

CANDIDATE INFORMATION PACK



Northern Ireland Screen is the screen agency for Northern Ireland. We are committed to maximising the economic, cultural and educational value of the screen industries for the benefit of Northern Ireland. Our mission is to accelerate the development of a dynamic and sustainable screen industry and culture in Northern Ireland.

Our 3 economic, cultural and educational objectives are for:

1. Northern Ireland to have the strongest screen industry outside of London in the UK and Ireland;
2. Ensure the industry supports vibrant and diverse cultural voices that will be recognised and celebrated equally at home and abroad;
3. Mainstream across Northern Ireland the most successful screen and digital technologies education provision in Europe.

Northern Ireland Screen is a company limited by guarantee, currently employing 45 people and we are governed by a Board of thirteen directors. The Chairman is Sir David Sterling and Sir Kenneth Branagh is Honorary President.

Company Placement Scheme: KIPPIE: Trainee Programmer and Workshop Facilitator

Northern Ireland Screen intends to run a skills development programme as part of their **COMPANY PLACEMENT SCHEME** called **Trainee Programmer and Workshop Facilitator**. The programme will provide a training opportunity for one person in a pioneering VR company, based in Derry/Londonderry.

This is a paid placement scheme (Real Living Wage) starting in January 2025 for a duration of **12 months**.

Where is it based?

The scheme will be based in Derry/Londonderry, 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 these questions:

- Are you eligible to work in the UK?
- Do you currently reside in Northern Ireland?
- Are you 18 or over and not in full time education?
- Are you available to participate in the scheme from January 2025 – January 2026

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

***For the avoidance of doubt, Northern Ireland needs to be your primary residence for tax purposes. Applicants residing in Northern Ireland will take priority.**

How do I apply?

To apply to the **Company Placement Scheme** applicants must submit the following via the online application form where you will be asked to complete:

- Employment history;
- Educational background;
- Answer the eligibility questions and provide a link to an online portfolio.
- Details of two referees. These can be educational, professional or personal references.

You can access our online application system via our [online portal](#). Please note, that if this is your first time applying for a role via our online application 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 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 Human Resources via email: Hr@northernirelandscreen.co.uk or on 028-90232444. CVs will not be accepted.

**The deadline for applications is 13:00 on Tuesday 3rd December.
Please note under no circumstances will late applications be considered.**



Kippie is an award-winning non-profit organization on a mission to empower individuals from diverse backgrounds. Through the art of computer game creation, we foster self-expression, enhance communication, and drive positive change within communities. Our courses teach the essential skills needed to navigate and innovate in the gaming world. We are building a world where everyone has the education and tools to make a lasting impact through the exciting realm of gaming!

A successful applicant would have a love of both teaching and programming and be able to convey that enthusiasm to our students.

Job Summary

Job Title: Trainee Programmer and Workshop Facilitator

Contract Length: 12 months Company Placement, with potential extension.

Start Date: January 2025

Hours: 37.5hrs per week

Salary: Real Living Wage (currently £12.60 per hour)

Location: Derry/Londonderry/ Hybrid

Job Description

1. Workshop Facilitation and Student Support

- Lead and facilitate gamemaking workshops for students aged 11–19.
- Support students with coding challenges by identifying and explaining errors in their code.
- Assist in debugging and preparing student projects for publishing.



2. Administrative and Logistical Support

- Complete general administrative tasks as required.
- Provide logistical support for meetings, promotional events, and corporate initiatives.

3. Project Ownership and Social Media

- Take responsibility for special projects assigned by your manager.
- Assist with social media tasks, including content creation and engagement.

4. Ad-Hoc Duties

- Support the team with errands and office runner duties as needed.
- Drive to various locations for job-related tasks; expenses will be fully covered.

Essential Criteria:

1. **Technical Proficiency in Coding and Game Development:** Solid understanding of relevant coding languages and game development tools to support student projects.
2. **Strong Communication and Facilitation Skills:** Prior experience facilitating workshops or mentoring students, particularly in creative or tech-focused environments.
3. **Organisational and Multitasking Abilities:** Skilled in managing administrative tasks, coordinating event logistics, and balancing multiple responsibilities efficiently.
4. **Adaptability and Teamwork:** Willingness to assist with various team needs, including ad-hoc duties, and work collaboratively in a dynamic environment.
5. **Full UK Driving License with Car Access:** Valid UK driver's license, access to a car, and willingness to travel across the Northwest region, including on weekday evenings and occasional Saturdays.

Desirable Criteria:

1. **Familiarity with Industry Tools:** Knowledge of GameMaker, Procreate, or Discord for workshop facilitation and communication.
2. **Strong Social Media and Digital Marketing Skills:** Familiarity with creating engaging content and increasing user engagement on social media platforms.



3. **Relevant Qualification in Video Games:** Possession of a Level 3 Diploma, A Level, or equivalent qualification in video games.

Please note: The successful candidate will be required to undergo an Enhanced Access NI Check.



Selection Process

Northern Ireland Screen's aim is to appoint the best person to each vacant post. Recruitment and selection will be conducted to ensure equality of opportunity and selection will only be made on the basis of merit.

Northern Ireland Screen will follow best practice in recruitment and selection procedure and will ensure that everyone involved in the selection can apply the procedure effectively, consistently and fairly. As far as possible the selection panel will be balanced in terms of gender, community background, etc.

Selection will be based solely on merit measured against clear, precise criteria based on the abilities, experience, qualifications and qualities required for the post. The nature and level of these requirements will be justifiable and appropriate to the job. The selection criteria will be applied fairly and consistently when short-listing, at interview and throughout the selection process.

All candidates will be given an equal chance to demonstrate their abilities and the same standards will be applied to all. As far as possible, all interviews will be held on the same day or completed on subsequent days. Northern Ireland Screen will try to accommodate applicants who request alternative dates or times for interviews but this may not always be possible. Any specific needs relating to access will be accommodated.

The assessments and decisions at the short-listing, interviewing and selection stages will be properly recorded and retained for between 6 months to one year after notifying unsuccessful applicants. Confidentiality will be assured at every stage of the recruitment and selection process. Members of selection panels will not discuss applicants outside panel meetings and all information on applicants will be kept secure and confidential.

The essential criteria for the post will be used to shortlist candidates for interview and it is important that all candidates address each of the criteria clearly on the application form giving specific, personal examples where appropriate. If there are a large number of candidates who satisfy the essential criteria, Northern Ireland Screen reserves the right to take the desirable criteria into consideration in order to reduce the number of candidates invited to interview.



Please let us know if you require any special arrangements throughout the recruitment process.

We are an equal opportunities employer and we welcome applications from all suitably qualified persons regardless of their sex; religious or similar philosophical belief; political opinion; race; age; sexual orientation; or, whether they are married or are in a civil partnership; or, whether they are disabled; or whether they have undergone, are undergoing or intend to undergo gender reassignment

Guaranteed Interview Scheme

As part of our commitment to the employment of disabled people, we operate a Guaranteed Interview Scheme (GIS). The GIS does not guarantee a job. However, its objective is to ensure a guaranteed number of disabled applicants, who meet the minimum essential criteria for the role they have applied for, are offered an interview.