



DIRECTOR / PRODUCER SHADOWING SCHEME

**January 2025
GUIDELINES**

Northern Ireland Screen Commission registered in Northern Ireland as a company limited by guarantee.

Registered number NI31997

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WHAT IS NORTHERN IRELAND SCREEN?

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 a core team of 48 people and we are governed by a Board of thirteen directors. The Chairman is Sir David Sterling and Sir Kenneth Branagh is our Honorary President.



THE SCHEME:

The purpose of the scheme is to enable short film directors and producers to 'step up' from short films to longer form projects.

- The scheme will be open on a rolling basis.
- Potential applicants are asked to apply to the scheme only when they meet the eligibility criteria.
- Applicants must clearly demonstrate how they meet the eligibility criteria in their application.
- If accepted onto the scheme, eligible applicants will be put forward for placements as either Assistants to the Director(s) or Producer(s) on Northern Ireland Screen funded productions.
- Being accepted onto the scheme does not guarantee that you will be either shortlisted or hired as a Director's Assistant or Producer's Assistant.
- Applicants who receive placements on productions will be employed by Northern Ireland Screen for the duration of the placement.
- Placements will be paid at Real Living Wage.

THE SECTORS

The priority sectors covered by the scheme are:

- Children's TV Drama
- Daytime Continuing TV Drama
- Network TV Drama
- Independent Film
- Large Scale Production

WHERE IS IT BASED?

- The roles will be on Northern Ireland Screen funded productions filming in various locations normally within Northern Ireland.
- For the avoidance of doubt, Northern Ireland needs to be your primary residence for tax purposes.



PLACEMENT DURATION:

- Each participant will be given no more than two placement opportunities per sector.
- Where possible each placement opportunity will comprise of no less than a cumulative total of 30 days on set experience.

WHO IS ELIGIBLE TO APPLY?

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

1. Are you eligible to work in the UK?
 2. Do you currently reside in Northern Ireland?
 3. Are you available to participate in the scheme from January 2025?
 4. Are you over 18 and not in full-time education?
- If you cannot answer **YES** to these **four** questions, please do not apply.
 - In-eligible applications will be automatically discarded.

HOW WILL APPLICATIONS BE ASSESSED?

- Representatives of Northern Ireland Screen will assess your application based on the scheme criteria.
- Those who meet the criteria will be put forward for placements on Northern Ireland Screen funded productions.
- The productions will shortlist from the list of eligible candidates and the production's representatives will interview the shortlisted candidates.
- The production representatives will make the final decision on who they wish to hire.

Please note: If you are accepted onto the scheme by Northern Ireland Screen it means that your application has met the criteria. Being accepted onto the scheme does not guarantee that you will be either shortlisted or hired as a Director's Assistant or Producer's Assistant. The final decision on placements will be made by the production's representatives.



THE CRITERIA:

Applicants must fit the criteria detailed below:

CHILDRENS' TV DRAMA AND CONTINUING TV DRAMA

- 2 short fiction films [1 unfunded and 1 funded] funded through an Irish, UK or international public body/broadcaster/distribution platform.

INDEPENDENT FILM

- 3 short fiction films [1 unfunded and 2 funded] funded through an Irish, UK or international public body/broadcaster/distribution platform.

OR

- Successful completion of Childrens' TV Drama or Continuing Drama shadow placement.

UK NETWORK TV DRAMA

- 3 short fiction films [1 unfunded and 2 funded] funded through an Irish, UK or international public body/broadcaster/distribution platform.

AND

- Successful completion of Independent Film or Childrens' TV Drama or Continuing Drama shadow placement.

OR

- For Director Shadowing: Directed an episode of a Childrens' TV Drama or Continuing TV Drama.
- For Producer Shadowing: Produced a block of Childrens' TV Drama or Continuing TV Drama.

LARGE SCALE PRODUCTION

- Successful completion of UK Network TV Drama shadow placement

OR

- Produced or Directed 1 distributed fiction feature film or 1 UK Network TV Drama series (excluding Childrens' and Continuing TV Drama)

Northern Ireland Screen Director & Producer Shadowing Scheme Guidelines



Applications will also be accepted for all sectors except UK Network Drama and Large-Scale production from candidates who meet the following criteria:

- Directors and producers who win Best Short or Best Drama Short at a festival in Section A or B of the Bafta Qualifying Festivals list
- Directors and producers who win Best Short or Best Drama Short at a festival in the Academy Awards Short Film Qualifying List

HOW TO APPLY:

To apply to the Director and Producer Shadowing Scheme, applicants must submit the following via Northern Ireland Screen's online application form. You can access our online application system [here](#).

Please answer the three main eligibility questions:

1. The specific role you are applying for, either Director Shadowing or Producer Shadowing.
 2. A paragraph of maximum 300 words with evidence to back-up how you meet the criteria. Please provide online links and passwords of your previous short films in this paragraph. If you are applying for Large Scale, please provide your IMDB profile page with up-to-date credits.
 3. In a paragraph of 250 words, please outline how being offered a place on this scheme would support your future ambitions.
- Please supply details of two industry referees with your application.

Please complete your application via our [online portal](#). If you require an application form in an alternative format, please contact our HR department via [email](#).

Deadline for applications: Applications will be open until 13:00 on Wednesday 31st December 2025.

PLEASE NOTE: under no circumstances will applications be accepted after this deadline. Applications **cannot** be submitted by email or fax.



DIVERSITY NOTE

Northern Ireland Screen is an equal opportunities employer. The panel will not discriminate on any grounds including:

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

All Northern Ireland Screen programmes are continually monitored. Northern Ireland Screen will utilise affirmative action strategies to target any under-represented groups as and when appropriate.

Pre-Employment Checks

To be officially appointed at Northern Ireland Screen, all candidates who successfully complete the selection process will be required to undergo an Access NI Basic Disclosure Check. Human Resources will provide further guidance once a candidate has been provisionally offered the position.



Appendix 1: Funding Bodies

This is a list of examples of endorsed funding bodies.

This list includes but is not limited to:

Name of Funding Body	Link to Website
BBC Films	https://www.bbc.co.uk/bbcfilm
BBC Northern Ireland	https://www.bbc.co.uk/northernireland
BFI Network	https://network.bfi.org.uk/
Doc Society	https://docsociety.org
Film 4	https://www.film4productions.com/
Film Cymru	https://ffilmcymruwales.com/node/1
Guardian Docs	https://www.theguardian.com/documentaries
Northern Ireland Screen	https://www.northernirelandscreen.co.uk/
RTÉ	https://www.rte.ie/
RTÉ Storyland	https://www.rte.ie/tv/programmes/storyland/
Screen Ireland	https://www.screenireland.ie/
Screen Scotland	https://www.screen.scot/
Screen Yorkshire	https://www.screenyorkshire.co.uk/
Scottish Documentary Institute	https://www.scottishdocinstitute.com
TG4	https://www.tg4.ie/en/
The Uncertain Kingdom	https://theuncertainkingdom.co.uk/

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<p>The Washington Post</p>	<p>https://www.washingtonpost.com</p>
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