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## **GUIDELINES: INDIGENOUS DEPARTMENT**

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# **Indigenous Producer Internship Program 2017**

Issued December 2016

Screen Australia reserves the right to change its program guidelines from time to time. Please ensure you check the website for the latest version.

These Guidelines should be read in conjunction with Screen Australia's [Terms of Trade](#).

**We encourage you to contact the Program Operations team before you submit your application to discuss any eligibility questions and ensure all of the required supporting material is in place. This will mean we can process your application smoothly and efficiently. The Program Operations team can be contacted on 1800 507 901.**

**We receive many more applications than we can support. Inevitably, some applications will be unsuccessful and applicants will be disappointed by this result. However our decision is final.**

## ***Targeted industry placements to advance the skills of early-career creative Indigenous producers***

The Indigenous Producer Internship Program will provide the opportunity for participants to undertake creative producer internships with successful production companies on a full-time basis over a one-year period, or a part time basis over a two-year period, being mentored by an experienced Australian producer.

The program aims to grow the number of Indigenous Producers currently working in the Screen Industry, ensure sustainable ongoing employment, and increase screen credits for early career producers

The applications will need to be jointly completed by the Indigenous Producer participant and the mentoring Producer and Company.

### **What funding is available?**

The Indigenous Producer Internship Program will support up to 3 Indigenous Producers to undertake internships with a chosen production company and alongside a committed producer mentor with a proven track record. The company will be responsible for employing and mentoring the intern over the duration of the internship. (12 months full time, or 24 months part time). Screen Australia expects to provide each company with around \$50,000–70,000 per year as a contribution to the salary of the Indigenous Producer placement.

### **Are you a target applicant?**

The program is aimed at established screen businesses with capacity to provide intensive on-the-job development for an emerging Indigenous creative producer. Funding will target applicants (jointly the Indigenous Producer and Production Company Mentor) who have strategies to deliver high-level experience resulting in screen credits.

The program aims to support the early career development of Indigenous producers, which may include diversifying the skills of industry professionals.

Companies must not submit more than one application. This application can be for one candidate only.

### **Who can apply?**

An application must be jointly completed by the Indigenous Producer intern and the Production Company Mentor, while following eligibility criteria in order to be competitively assessed for funding through this program.

The applicant intern must:

- Be a Aboriginal or Torres Strait Islander person
- Not be a current member of staff, or have been previously employed for 12 months continuously, at the mentor production company at the time of application (including contract staff)
- Have at least 3 years relevant screen industry experience OR
- Have a producing or production manager credit for either;

1. A short drama (no less than 7mins), that has screened at an A-list film festival (Cannes, Venice, Berlin, Sundance or Toronto) or been broadcast by an Australian Television Broadcaster OR
2. A one hour documentary, or factual series that has screened at an A-list film festival (Hot Docs, IDFA) or been broadcast by an Australian Television Broadcaster OR

The applicant company must:

- Meet the General Eligibility requirements set out in Screen Australia's Terms of Trade, including the requirement to be incorporated and carrying on business in Australia, and have its central management and control in Australia
- Include at least one company director who has a minimum of five years' relevant participation in the media and entertainment industry and has the following minimum credits:
  - one credit as writer, director, producer or executive producer of a feature film selected for a major film (Cannes, Venice, Berlin, Sundance or Toronto) or documentary (Hot Docs, IDFA) festival OR
  - three credits as writer, director, producer or executive producer on any combination of:
    - a feature film (drama or documentary) which has been released on a minimum of five commercial screens in one territory;
    - a television drama, television series, documentary or factual program which has been broadcast in prime viewing time on Australian free-to-air or subscription television (children's programs or series must have been broadcast in scheduled C period). For writers, television credits should be 'written by'.

## What materials do I need to apply?

You must apply using the Online Application Portal available on the Screen Australia website and include the following:

- a **brief history of your company** and a description of its present position in the industry, including a summary of relevant credits, how the company would benefit from the proposed placement, and where relevant any contribution the company will be making to the candidate's salary
- a **statement from the candidate** for the industry placement, setting out their experience and achievements to date, and highlighting why they are suitable for the proposed placement

You will need to attach the following additional materials:

- a **profile of the nominated mentor** or mentors, the role of the mentor, including their capabilities to play this role and confirmation they are willing and able to mentor during the nominated period.
- a **development plan** for the placement which addressed how the requested funding will achieve:
  1. skills development for the candidate;
  2. screen credits for the candidate;

3. ongoing employment for the candidate at the end of the funding period, either within the company or elsewhere in the sector
  4. key performance indicators (KPIs) appropriate to your proposal
- a current [ASIC company extract](#) (no more than three months old).

## Funding decisions

Eligible applications will be considered by Screen Australia executives and Industry Specialist where required, against the following equally weighted criteria:

- the suitability of the Indigenous Producer Intern, based on their achievements to date, commitment to a career in the screen production industry, and demonstrated potential for development
- the strength of the company's one- or two-year plan to develop the candidate including opportunities for skills development, screen credits and ongoing employment (1 year full time or 2 years part time.)
- the demonstrated capabilities of the company and nominated mentor(s) to deliver a fruitful industry placement.

Other factors, including availability of funds, diversity of proposals and the gender and cultural diversity of the team may also influence Screen Australia's funding decisions.

Decisions on applications are final. Screen Australia will advise applicants in writing of the outcome of their application.

## Terms of funding

Funding will be provided as a grant.

Progress against agreed KPIs will be reviewed six-monthly, and ongoing payments under the Internship Agreement will be subject to satisfactory performance and reporting. In addition, in order for Screen Australia to report against KPIs, placements will be asked to complete an 'exit' survey when their placement is complete.

As set out in its [Terms of Trade](#), Screen Australia requires all successful applicants to act fairly and reasonably towards all third parties participating in their projects.

Funding recipients and placements may be asked to provide material for case studies, program evaluation and/or participate in seminars or workshops to share their knowledge and experience.

Funded recipients must enter into an employment agreement with the placement under which the funding grant is provided directly to the placement. Superannuation will not be funded by the grant and is the responsibility of the funded company.