

High-end TV Skills Fund: Introduction to Location Management

The HETV Skills Fund is looking for a training provider who can design, oversee and deliver three outreach events, followed by three bootcamps across the nations and regions for individuals who are interested in careers in location management.

Who can apply?

We welcome applications from training providers who have a proven track record of delivering successful industry standard training projects.

The provider will need to demonstrate their understanding of high-end TV training requirements, including the diversity challenges facing the industry. They must also clearly demonstrate that they have the resources to track the career progression of participants beyond the life of the programme.

ScreenSkills particularly welcomes applications from providers based in the UK nations and regions, including partnerships between organisations and or in partnership with freelancers who have had a career as Location Managers.

Training providers must:

- demonstrate evidence of appropriate, recent engagement with the industry in the design and delivery of the programme
- meet critical diversity targets as outlined in this tender, including:
 - making reasonable adjustments to the training (whether face-to-face, content or online) to make it accessible to a diverse audience
 - having an equality policy in place as an employer
 - having a monitoring system in place to track the diversity of the delegates, see [this guide](#)
 - providing diversity and inclusivity training to facilitators – (see [free ACAS online training](#)).
- gather long-term destination data from the delegates to prove impact of training utilising the ScreenSkills monitoring questionnaire
- develop a clear structure for the training, ensuring that it is outcome focused.

Key requirements

The training provider must design, manage, market, recruit and deliver:

- Three evening outreach events across the nations and regions
- Three bootcamps across the nations and regions to give individuals an insight into all the aspects of the department so that they can consider whether the role of location manager is for them

They must ensure the content of the outreach evenings and Bootcamps are appropriate for the participants. The programme should be marketed UK-wide to the appropriate audiences.

Participant targets

Each bootcamp should be for a minimum of 40 people per event and should target individuals who are interested in becoming location managers in high-end television.

ScreenSkills' minimum diversity targets

In addition to the requirements above, the programme must follow ScreenSkills' diversity targets:

- 50% woman (gender target)
- 20% BAME (ethnicity target)
- 50% Out of London
- 8% Disability (disability target)
- 8% LGBT (sexual orientation and gender identity target).

ScreenSkills aims to go beyond legal diversity requirements and considers additional measures of inclusivity, including:

- employment status
- whether a person is returning to work following leave
- geographical location (including representation of nations and regions)
- socio-economic background.

Providing access to diverse crew and talent is key to our delivery objectives. All trainers and companies delivering programmes that are funded by the High-end TV Skills Fund must meet the identified diversity requirements. If they fail to do so, they must show robust evidence of why a target has not been met.

We require all Skills Fund-funded programme participants to set up a ScreenSkills profile via our website and to provide diversity data at this point. Participants must complete their profile and diversity data before the training begins. If diversity targets are not met, the project may be at risk of losing funding.

How to apply

At this stage we are requesting an expression of interest. Training providers will be asked to provide a one-page document outlining the key aspects of the delivery plan, how the key requirements of the outreach events and bootcamps will be met, information about the company and the providers capacity to deliver training.

How much can you apply for?

We are looking for bids of up to **£50,000**

All of our funds are treated as grants and therefore are not applicable for VAT.

Deadlines

All expressions of interest should be sent directly to Senior High-end TV Training Liaison Manager Jacqui Taunton Fenton via the 'register interest' button by 28th November 2019.

If you are successful in being shortlisted, you will be required to submit an online application form and a budget. Applicants will be notified of a decision by 13th December 2019.

To download the PDF version of the pitch click [here](#)