



Gentleman Jack © Lookout Point TV

HIGH-END TV SKILLS FUND

Developing a world-class workforce
for high-end television production in the UK

Due to Covid-19, our training interventions may be subject to change and may differ from what is listed in the booklet currently. We encourage you to check in with the team to confirm in the current climate

What is the High-end TV Skills Fund?

The High-end Television Skills Fund was created in 2013 following the introduction of UK tax relief for high-end TV production. It was agreed those utilising the tax credit would contribute to a skills fund managed by ScreenSkills.

The key purpose of the HETV Skills Fund is to invest in developing freelancers and talent working at all levels in HETV, to advance their careers as well as bringing new entrants into the industry. This activity increases and upskills the high-end television production workforce in the UK.

Since 2013, ScreenSkills has collected and invested just over £17 million in skills and training for the HETV industry. **Productions pay 0.5% of their production budget spent in the UK, currently capped at £58,200 per production. Productions can take out up to 60% of the value of their fund contribution from programmes offering direct return finance, such as Trainee Finder. This is to ensure the Skills Fund has income to also invest in wider skills activity that benefits UK high-end TV industry growth.**

607 productions have paid into the skills fund to date, including *The Crown*, *Small Axe*, *Succession*, *Sex Education*, *Avenue 5*, *The Witcher*, *Hanna*, *Outlander*, *Des* and *Killing Eve*. The five major UK broadcasters support the skills fund on both in-house and commissioned productions, along with streamers including Netflix, Amazon, Apple and Warner Media.

Decisions on how the contributions are spent are made by the **HETV Council and industry-led working groups**, which are made up of more than 60 industry leaders from across the UK. These

The working groups are:

- Make a Move
- Trainee Finder
- craft and tech grades
- production grades
- post-production and VFX
- producers
- regions



Brassic © Sky Ltd/ Matt Squire

include broadcasters and streamers, heads of production from independents and representatives of industry bodies, who use their industry experience and the most up-to-date research to determine the most effective use of funds.

All of our programmes are promoted and available to participants across the UK; we also provide additional funding for bespoke activity in Northern Ireland, Wales and Scotland, working with local partners to deliver local training.

If you have relevant expertise and are interested in learning more about how to join a working group, please email Kaye Elliott, Director of HETV, on kaye.elliott@screenskills.com

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How can we help you?

We offer access to a range of skills support and funding for training:

- For **production companies** to help develop their workforces
- For **individuals** to begin, grow or advance their careers in high-end TV.

Training and support programmes are delivered both in-house and externally by industry-recognised training providers.

The following pages outline the current programmes available in **2020/21**.

Make a Move

The Make a Move scheme encourages on-the-job training for crew identified by productions as ready to move up into a more senior role with some support.

Funding is available to subsidise the cost of employing and training individuals into higher grades, with the aim that at the end of the training the individual will be already in, or able to apply for, their next job at the next grade up.

Examples of potential 'move ups' could be a location assistant moving up to unit manager, make-up artist to make-up supervisor, or production secretary to production coordinator.

The scheme covers all departments on a production.

- Individuals on Make a Move are not trainees, but part of a scheme to encourage and promote professional development
- Those put forward for the scheme need to be a professional who is deemed ready to move up to their next career grade
- They can be a completely new person to the team and department, or an individual that has already worked with the team on a previous production.

How much funding is available?

Productions that contribute to the HETV Skills Fund can apply for up to £15,000 of funding per production.

If the funding is used to help more than one individual step up, or if the individual involved is stepping up to being producer, line producer or head of department, the production is eligible for £15,000.

Productions that support only one individual in stepping up to any other job role are eligible for £10,000 of funding.

This year we prioritise supporting professionals working in grades in skills shortage areas. These are: production accountant, line producer, production coordinator, first assistant director, production manager, production secretary.



Funds are also available for a number of other grades, including post-production, costume supervisor, assistant editor and various art department roles. Please speak to the team for details.

What can Make a Move fund?

The funding is flexible and can be used to cover:

- salaries
- travel and accommodation expenses
- mentoring
- shadowing
- attending short courses.

What doesn't Make a Move fund?

- We are unable to fund retrospective claims. Please apply for Make a Move funding before your prospective candidates join your team to allow us at least two weeks to process the associated paperwork
- We are unable to fund individuals who are already working within the grade they are about to move up to, unless there is a robust case that the 'moving up' will mean they are working differently
- Individuals who have been supported through Make a Move in the last two years.

How to apply

Please contact our Senior High-end TV New Entrant Manager Nicky Ball on nicky.ball@screenskills.com, or give her a call on 07432 591 375.

HETV Trainee Finder

Trainee Finder is an entry-level placement scheme which places trainees on productions that contribute to the HETV Skills Fund. Trainees will become part of an industry-recognised group, receiving exclusive access to training placements on high-end television productions.

Since its launch, Trainee Finder has helped place trainees on numerous high-end TV drama and specialist factual productions including *Peaky Blinders*, *Poldark*, *Game of Thrones*, *Outlander*, *Call the Midwife*, *Fleabag*, *Killing Eve*, *Luther* and *Gentleman Jack*.

For 2020/21 we have 112 trainees from across the UK who are available to work on Skills Fund-contributing high-end TV productions in the following 9 departments and grades:

- art department
- assistant director
- camera
- costume
- edit
- floor runner
- hair and make-up
- locations
- production office
- sound.



How much funding is available?

Productions that have contributed to the HETV Skills Fund are eligible to receive up to £12,000 when offering placements to our trainees.

- The funding subsidises £300 per week towards our trainees' salaries, per trainee. This is to a maximum of 40 weeks collectively on each production.
- Productions must match ScreenSkills' contribution or exceed national minimum wage.

How do trainee placements work?

In the first instance, productions should contact us to discuss their requirements. We will then send details and CVs of available trainees. Each trainee has been interviewed by a relevant industry professional and will have taken part in an induction before their placement begins.

- Trainees should be contacted and interviewed directly by the production.
- Selected trainees must be employed by the production on a fixed-term contract and salaried as a crew member.
- Whilst on a production, trainees must be supported by a supervisor within the department.
- Placements should be between four and 16 weeks in length. We encourage productions to use their 40-week allocation to offer several trainee placements, for example three trainees for 13 weeks each. Productions can extend placements at the production's cost, subject to agreement from the trainee and ScreenSkills.
- If we are unable to offer a production a trainee due to availability, we are happy to discuss potential new trainees who are then eligible to join the scheme subject to interview. We can't offer a subsidy to trainees outside the listed departments.

Productions must release trainees for training days.

How to apply

For more details and to apply for a trainee, please contact our HETV Trainee Finder Outreach Manager Stephanie De La Paz on stephanie.delapaz@screenskills.com.

Training courses directory

ScreenSkills identifies short training courses that are designed to support professionals working in high-end TV and film to upskill and progress in the industry.

These courses, listed in the training course directory, have been endorsed by ScreenSkills with expert input. It includes a number of courses recommended by the high-end TV working groups as useful to working in high-end TV. (These were formerly tagged as Skills Passport courses.)

We actively work with production companies and heads of department to promote the importance of creating a sustainable UK workforce by supporting the continuing professional development of crew.

What courses are available?

The training courses directory includes short courses in a wide variety of departments across production and craft and technical grades in both the HETV and film industries. Course topics include budgeting and scheduling, working with children, period make-up, cinematography, costume design and working in the AD department.



The Crown © Netflix/Des Willie



Is there funding available to support the training?

You can apply for a bursary of up to £1,000 towards the cost of your chosen short course. This is available for all courses listed on the database, which are not otherwise subsidised by ScreenSkills. The bursary can go towards the training costs, accommodation, travel or childcare.

Who can apply for funding?

You can apply for the bursary if you are a freelance professional working in HETV or film, with a minimum of two industry credits. For the full eligibility criteria visit the website.

How do I access the short course directory?

You can view the courses and apply for a bursary by visiting screenskills.com/training-courses or contact Lewis Wood on lewis.wood@screenskills.com



Bursaries

ScreenSkills bursaries are designed to provide financial assistance to those looking to enter, progress in, return to, or transfer into the screen industries.

Our ambition is to ensure that the industry has access now, and in the future, to the skills and talent it needs for continued success by helping to unlock opportunities across all types of screen work. Supporting an individual with a bursary to develop their career helps the screen industries to respond to skills gaps and priority shortage areas. We welcome applications from people in groups under-represented in the industry.

We aim to offer funding wherever possible, but we cannot promise that all applications will be successful due to limited funding and skills shortage priorities.

Who can apply?

Individuals can apply for a HETV bursary if:

- You can demonstrate **proven professional working experience** in the UK screen industries
- You have been **accepted** onto an eligible training course
- You **currently work** in the UK screen industries or can demonstrate your intention to work in the UK screen industries.

How to apply

Please visit screenskills.com/opportunities/bursaries for our full bursary guidelines, or contact the bursaries team on bursaries@screenskills.com

Leadership and management training

We have designed and launched a series of free management training for heads of departments and other staff in management positions on Skills Fund-contributing productions.

The training covers:

- team management: getting the best out of your team and management performance
- team dynamics and personality styles
- crewing up effectively and making your production more diverse
- unconscious bias and inclusion
- dealing with bullying and harassment
- equality, discrimination and dismissal.

Who can attend?

This bespoke online training is open for Skills Fund contributors to provide their heads of departments and managers with the essential skills to be an effective manager of people on a production. It is down to each production to choose the individuals who would benefit the most from the training.

We also offer a number of leadership and management training sessions for freelancers.

How do I sign my production up?

If you would like to book a course either online or at your production base in 2020/21, contact Jacqui Taunton Fenton at jacqui.tauntonfenton@screenskills.com



Inclusion programmes

The High-end TV Skills Fund is committed to devising clear entry routes into the industry to create a truly inclusive workforce. All commissioned training is expected to reach diversity targets.

We also deliver a host of programmes that are focused on providing access of opportunity for people who are under-represented in the industry. Initiatives we support include:

First Break

First Break launched in 2019 with the ambition to de-mystify entry into jobs behind the camera in television for individuals from socio-economically disadvantaged backgrounds.

The programme provides successful applicants a taste of working behind the camera across the production process. The first edition of the programme was delivered in partnership with ITV and Tiger Aspect.

If you are interested in partnering with ScreenSkills in future iterations of First Break, please contact Nicky Ball at [nicky.ball @screenskills.com](mailto:nicky.ball@screenskills.com)

Fast Track

Fast Track - a three-year high-end TV inclusion programme which launches in late 2020 - offers support to mid-level crew who are progressing to the role of head of department or any other leadership role. The programme is committed to providing support to individuals of a diverse range of backgrounds from across the UK. For more information about Fast Track, please contact Leanne Fairbrother at leanne.fairbrother@screenskills.com



Externally delivered training

We commission a host of training programmes annually that are delivered by external training providers. In 2020/21 HETV Skills Fund is delivering the following grade specific skills programmes:

Production grades

- **Production secretary and coordinator training:** a five-day online course to support production assistants, production secretaries, assistant production office coordinators, factual production managers and production managers to step up in HETV.
- **Step up to line producing programme:** training for production managers ready to step up to line producers. Topics covered include setting up a production, recruiting effectively, scheduling, budgeting working internationally and dealing with co-productions
- **Introduction to location management:** webinars and bootcamps to introduce people to working in the locations department. Those completing the bootcamps will have the opportunity to apply for paid placements on HETV productions in 2021.

Craft and tech

- **How to be a business – toolkit for freelancers:** a course to help freelancers manage their careers effectively and find a healthy work-life balance.
- **1st AD masterclasses:** masterclasses across the UK for runners, 3rd ADs and 2nd ADs who would like to become 1st ADs. Topics covered include breaking down a script, producing a filming schedule and managing professional relationships in production.

Post and VFX

- **Effective client relationship and negation skills for post and VFX:** an online session followed by a mentoring session for professionals working post and VFX. The course offers key ideas, tips and resources to help participants develop effective client relationships and help them handle challenging situations and negotiations.
- **Return to work for post and VFX:** programme for individuals who have previously worked in VFX and post, who are returning to work following a career break.
- **ACES training:** training course for experienced cinematographers, directors of photography, post-production professionals and supervisors. This course offers an understanding of how ACES is used in the various stages of the production process.
- **Unreal training:** a course for professionals in VFX who wish to upskill in a new real time technology being adopted within the industry - the Unreal Engine .



Killing Eye © Sid Gentile Ltd



Producers

- **Producer mentoring programme:** alumni of the Co-Producer Programme will be given the opportunity to be mentored by an established high-end TV producer over a 12 month period.
- **Co-producer placement programme:** programme which enables production companies to support new producers stepping up as co-producers on a high-end TV production.

Regions

- **Post-production roadshow:** outreach careers events in the North and the South West with a focus on promoting careers and pathways into working in post and edit.
- **Accounts industry transfer programme:** a programme to introduce accountants and people working in finance outside the screen industries to job opportunities in television.

Nations

- **Scotland:** we are partnering with BECTU Scotland to deliver bespoke training and step up opportunities to compliment wider skills support.
- **Northern Ireland:** we are partnering with Northern Ireland Screen to deliver bespoke training and step up opportunities to compliment wider skills support.
- **Wales:** we are partnering with Sgil Cymru to deliver complimentary local bespoke training and step up opportunities to compliment wider skills support.

What people say about us

“Getting onto Trainee Finder for high-end TV was like giving me a key to a locked door. It's brought momentum and focus to my career and my placement has taught me so many things that I can take forward. The support of everyone at ScreenSkills has given me a new confidence. While my placement has given me specific art department skills, the training offered by ScreenSkills has equipped me with really valuable industry skills...It's been the perfect springboard and it's only up from here!”

- Rosa Nolan Warren, art department trainee on Stan Lee's *Lucky Man 3* -

“The way we've been able to work with ScreenSkills and influence the schemes to match the production's need for bespoke training has so many success stories.”

- Sabrina Sloan, Human Resources Consultant for *Game of Thrones* -

“The [High-end TV Skills] Fund's schemes are so important because they give you the financial incentive to look at alternative people and give them opportunities

- Lee Morris, executive producer of *Killing Eve* -

“I'm a big fan of the Make a Move scheme as it gives a chance for those who are sometimes overlooked to have a voice and break through to the next level in their career.”

- Charlotte Bloxham, head of production, NBCUI Studios -



“The Trainee Finder scheme works at both ends. The production are getting people they can work with and train up, and in the future will come back for more jobs. And the trainees (like myself) get great experience.”

- Roisin Lee Edwards, High-end TV Trainee Finder art department trainee on *Killing Eve* -

“We’ve had people on training schemes at all levels and they have been a huge success. As an industry, we have skills shortages in every single department and in some cases people are moving up too quickly and they’re not having proper training. So what is particularly important is the upskilling ScreenSkills offers, which is fantastic.”

- Alison Barnett, head of production at Kudos -

Contact

To keep up to date with our opportunities or to apply for funding, please get in touch.

For Make a Move and First Break, contact:

nicky.ball@screenskills.com

For Trainee Finder, contact:

stephanie.delapaz@screenskills.com

For short training courses, contact:

lewis.wood@screenskills.com

For information about all other programmes, contact:

HETV@screenskills.com

ScreenSkills:

Phone: 020 7713 9800

Website: **www.screenskills.com**

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The High-end TV Skills Fund...

... develops and sustains a world-class UK workforce for high-end TV production

