

Trainee production coordinator – job spec

Who we are

Established in 2019, Big Little Fish Television (BLFTV) is led by former Discovery Executive, CEO Mark Procter. COO Georgina Surtees joined in April 2021 with Peter Usher serving as Creative Director from May 2022. Head of Children's and Young Audiences Ros Attille joined the senior management team in June 2023.

Recent credits include *Prison Brides*, a 10x60 docu-series for US Network Lifetime, *Breaking Dad: Britain's Unlikeliest Drug Dealer*, a 2x60 true-crime series for Amazon Prime UK and award nominated children's production *Meet the McQueens*, a 20x15 comedy/reality series for CBBC.

What we are looking for

Ideal for a talented, driven and hardworking individual, the trainee development researcher, children's & young audiences, is an entry-level role in the business but one which will provide pivotal support to the in-house development and production teams.

Lively and enthusiastic, you will be keen to learn from the team, but also share your knowledge of the interests and passions of young people.

If you have a love of hip hop/rap, gaming, environmental issues and food, even better!

With ongoing access to top TV talent (both internally and externally) the trainee development researcher will be introduced to the best in the business to increase their network base and experience of production workflow.

This is an exciting opportunity to gain understanding of: creative ideation; the professional pitching process in the independent television industry, and the discipline required for the technical and editorial stages of broadcast programme making.

If...

- You have a passion for children's TV and animation
- You are also interested in other TV genres
- You are enthusiastic & organised
- You aren't afraid to pick up the phone/zoom and speak with all sorts of people
- You can manage your time
- You can work as part of a team

- You have an interest in many different subjects, including music and gaming
- You are able to undertake basic research into different topics
- You are brimming with creative ideas
- You can write up clear, concise notes on a general topic
- You are curious about the world around you
- You have great computer skills (Word, Teams, Excel)
- You watch lots of different TV across different platforms
- You can work to deadlines
- You can follow a brief
- You can juggle a few tasks at the same time
- You have good social media skills and knowledge of popular influencers
- You are eager to get stuck into brainstorming

If you have some or all the above, we want to hear from you!

Website

<https://www.biglittlefish.tv/>