



Women in Film and Television (UK) Ltd
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WFTV Mentoring Producer – Wales (Part-Time – 35 Days)

With the launch of its new Welsh mentoring scheme, Women in Film and Television, the leading membership organisation for women working in the media in the UK, is looking for an exceptional candidate to become the WFTV Mentoring Producer in Wales.

The mentoring scheme will run between March and September 2021. Applications for the mentoring scheme open in October 2020, allowing time for both mentees and mentors to be selected before the start of the scheme.

The successful candidate for this role will be based in Wales and will be a mid-career to senior executive with over 15 years' experience in the film and TV industry. You will have an in-depth knowledge of both the Welsh and national film and TV landscape. In addition, you will have a comprehensive range of contacts you will be able to harness to bring in top level industry experts as speakers and mentors on the scheme and will be committed to championing and nurturing talent. You will also be able to demonstrate that you have the necessary creative, organizational and leadership skills to develop a successful mentoring scheme. And ideally, you will also have previous experience working in training or mentoring.

While social distancing measures are in place the scheme will be run via Zoom. When we go back to delivering mentoring in person, the Welsh training will be done in Cardiff. Some of the mentoring training will be provided from London by WFTV Mentoring Producer Tracy Forsyth, the rest will be provided locally by you in liaison with Tracy. So essential to the role will be the ability to work on your own and as part of a remote team.

Job Title: Mentoring Producer – Wales (Part-Time)

Contract: Part-Time (35 Days)

Start Date: November 2020

Salary: £10K

Location: Wales

Key Responsibilities include:

- Interviewing prospective mentees
- Selecting and contacting top level industry executives to mentor on the scheme
- In liaison with the WFTV team, developing content for the scheme
- Identifying and contacting potential speakers for the mentoring scheme seminars and training sessions
- Presenting and delivering the content of the parts of the scheme, which are not delivered central from London

- Carrying out a review of the scheme when it finishes
- Ensuring the scheme reaches its diversity targets across a range of measures.

Application deadline: Monday 26 October at 1800.

To apply: email your CV, equal opportunities form and a covering letter explaining why you have the skills and aptitude required for this role to: **wftvjob@wftv.org.uk**
NB Please put **Mentoring Producer-Wales** in the heading of your email

About Women in Film and Television (UK)

Women in Film & TV (UK) is the leading membership organisation for women working in the broadcast media in the UK, and part of an international network of over 13,000 women worldwide. Members of our organisation come from a broad range of professions spanning the entire media industry. We host a variety of events throughout the year, present a prestigious awards ceremony every December, and run mid-career mentoring programmes. We also host networking evenings, collaborate with industry bodies on research projects, and lobby for women's interests. For more information: www.wftv.org.uk