



# BERWICK FILM & MEDIA ARTS FESTIVAL

27 February 2019

Dear Applicant

## Recruitment Pack: Programming Fellowship

Thank you for your interest in the 2019 Programming Fellowship at Berwick Film & Media Arts Festival.

To apply, please send the following items in a single email addressed to [info@bfmaf.org](mailto:info@bfmaf.org) using the subject line: Programming Fellowship

- A CV detailing your relevant skills and experience
- A covering letter following the Person Specification as a guide, detailing your curatorial interests and why you wish to apply for the Programming Fellowship (please limit your response to 500 words)
- A single writing sample (review, catalogue entry, blog, short essay)
- Details of a referee who will be contacted should a Fellowship offer be made

Please also use the following [link](#) to complete BFMAF's Equal Opportunities Monitoring Form.

Application documents must be submitted in PDF format and be received no later than 9am on Monday 25th March. Any applications received after this time will not be considered.

Applicants shortlisted for interview will be contacted by 5pm on Thursday 28 March. Interviews will take place via Skype on Monday 1<sup>st</sup> April (tbc).

The Festival particularly welcomes applications from women, people of colour, individuals from ethnic minority or low-income backgrounds, disabled people, those who identify as LGBTQ+, and who are currently under represented in the UK's cinema and visual arts sectors.

Many thanks for your interest in Berwick Film & Media Arts Festival.

Yours sincerely

Peter Taylor  
Festival Director

## Programming Fellowship

### Berwick Film & Media Arts Festival 2019

Berwick Film & Media Arts Festival (BFMAF) invites applications for its second annual fellowship for early career curators, film programmers and critics.



The successful applicant will join a team of programmers led by BFMAF Director Peter Taylor and contribute to the 2019 Festival. The role will involve attendance at the whole Festival which takes place Thursday 19 – Sunday 22 September 2019.

Start date: 15 April 2019

End date: 5 October 2019

Total fee: £1,500 (Inc. VAT)

This is a freelance contract and the work is estimated at around four weeks in total, spread over the full period of the fellowship, with more intense periods approaching deadlines. Steady engagement and some evening and weekend work are required. It is possible to fulfil the Programming Fellowship alongside other work and commitments.

Additional expenses (travel, accommodation, etc.) will be paid on approved costs and in consultation with festival staff.

## **Role Purpose**

BFMAF is specifically seeking early career curators and critics interested in gaining experience and new skills in cinema and moving image programming.

Essential tasks will include:

- View and assess works submitted via the BFMAF open call
- Contribute research and original programming ideas (in the areas of new cinema, artists' moving image, performance and live events) which will be considered by the whole programming team
- Participate in programming meetings (by phone, skype and in person) with the other members of the Programming Team
- Ensure information about the programme is communicated to the Festival Team, including using the Festival content management system (Filmchief) to record film data
- Attend a viewing and programming retreat in Berwick (28 June – 5 July)
- Attend the whole Festival (19 – 22 September 2019)
- Participate in Festival evaluation and de-briefs
- Advocate for the Festival and its 2019 programme

Other tasks may include:

- Initiate and maintain contact with artists, filmmakers, distributors, curators and other relevant individuals
- Prepare original text (essay and film copy for the catalogue and website) in line with a pre-established deadline schedule
- Lead and participate in film introductions, Q&As and other live speaking events during the Festival

## **Person Specification**

- A good understanding of the film festival and visual arts ecology in which BFMAF operates
- A demonstrable interest in curating new cinema (contemporary and repertory) and artists' moving image

- Candidates with hybrid curatorial interests which include both cinema and visual arts are particularly encouraged
- Be within 5 years of beginning their practice
- Be UK-based and eligible to work in the UK

BFMAF strives to be an Equal Opportunities Employer and is committed to developing positive policies to promote Equal Opportunities in employment and prohibiting unlawful or unfair discrimination.

The Festival particularly welcomes applications from women, people of colour, individuals from ethnic minority or low-income backgrounds, disabled people, those who identify as LGBTQ+, and who are currently under represented in the UK's cinema and visual arts sectors.

Applications should be emailed to [info@bfmaf.org](mailto:info@bfmaf.org). The deadline is 9am on Monday 25 March 2019.

It is recommended that interested applicants look at the Festival website ([bfmaf.org](http://bfmaf.org)) to gain an overview of previous Festival programmes.

To arrange an informal conversation about the role or request further information (prior to the application deadline) please email [info@bfmaf.org](mailto:info@bfmaf.org).

### **Data protection**

The information you give in your application will be used to create a shortlist for interviews. Any data about you will be held securely with access restricted to those involved in dealing with your application in the recruitment process.

Your application will be kept on file for a maximum of six months and then destroyed in a confidential manner. Any applications received after the closing date will be destroyed immediately.