



MENTORING PRODUCER – SCOTLAND (PART-TIME - 35 DAYS)

APPLY BY: FRIDAY 29 SEPTEMBER, 5PM

Reports to: Director of Mentoring

Salary: £13,500

Contract: Fixed Term

Working pattern: Part-time – 35 days per annum, with some evening work required

Start date: October 2024

Location: This role will be based in Scotland, with both in-person and hybrid working.

Apply by: Friday 29 September, 5pm

Do you want to make a difference to the next generation of talent in the TV & Film industry?

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 its Mentoring Producer for Scotland.

The mentoring scheme will run between January and June 2025 and the application process is already under way for England (North & South), Scotland, Northern Ireland and Wales.

The successful candidate for this role will be based in Scotland and will be a mid-career to senior executive with over 15 years' experience in the film and TV industry. They will have an in-depth knowledge of the national film and TV landscape with extensive experience of working in Scotland.

In addition, they will have a comprehensive range of contacts they will be able to harness to bring in top level industry experts as mentors on the scheme and will be committed to championing and nurturing talent.

They will be able to demonstrate that they have the necessary strong creative, organisational and leadership skills to develop a successful mentoring scheme. Previous experience working in one or more of the following areas is essential: training, mentoring, coaching, team leadership.

We run in-person away-days (at the beginning and end of the scheme), peer to peer seminars and Zoom training workshops, so there will be a degree of in person and hybrid working involved throughout the year (including some evening working including occasions when they will be required to represent WFTV in Scotland).

The WFTV Four Nations Mentoring programme is run by the WFTV Director of Mentoring, supported by four Mentoring Producers based in England (North and South), Northern Ireland, Scotland and Wales. It is therefore essential that they are able work flexibly, independently and in a small team.

Key Responsibilities include:

- Interviewing prospective mentees
- Selecting and contacting top level industry executives to mentor on the scheme
- Identifying potential speakers for the mentoring scheme seminars and training sessions when needed
- 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
- be technically proficient in delivery of hybrid seminars

Application deadline: Friday 29 September, 5pm.

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-Scotland* in the heading of your email

Please complete the [Equality and Diversity Form here](#).

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