

GUIDELINES

Master/Apprentice Mentorship Program



South Australian **Film Corporation**

What is the program?

The South Australian Film Corporation (SAFC) is delivering the third round of the Master/Apprentice Mentorship Program which pairs experienced South Australian Heads of Department (HODs) with emerging and advancing crew (mentees) to provide mentoring and build professional relationships that may form the foundation of future employment opportunities.

The Master/Apprentice Mentorship Program aims to develop emerging crew in preparation for the next steps in their careers. It provides a formal mechanism for valuable advice and guidance to be exchanged between senior crew members, Heads of Department (HODs) and crew members who are emerging or early career, or mid-career crew looking to shift into a new area.

Growth of the below-the-line crew base is essential to the ongoing advancement of the screen industry in South Australia. The SAFC has created the Master/Apprentice program as part of its commitment to providing training and development opportunities for people working in the South Australian screen industry.

Program Aims and Rationale

- To build connections between established HODs and emerging crew;
- To provide a framework to help underpin the expansion of below-the-line talent, essential to the ongoing growth and sustainability of the screen industry in South Australia;
- To build capacity in the South Australian screen industry and support skills enhancement for emerging crew.

What is on offer?

The SAFC is calling for applications from SA HODs to mentor early career, or mid-career crew looking to shift into a new area. The mentoring will include four to six (4-6) one-on-one meetings over a six to eight (6-8) week period between the mentor and mentee. The program does not include on-set training.

The SAFC will call out for early career, or mid-career crew and then match them with the HOD. After being matched, Mentors and Mentees are then required to develop a training program that is mutually agreeable over a two month period.

Successful Mentees will be required to negotiate a development capability contract with their mentor before commencing which will form the basis for the mentor's acquittal process. Successful applicants will be notified within two weeks of application. Successful Mentors will be put in touch with their selected Mentee to arrange the first meeting within 4 weeks of application.

Role of the Mentor:

- *Teach.* Provide the skills training necessary for the below-the-line crew role.
- *Motivate.* Encourage the exploration of ideas and risk taking in learning.
- *Counsel.* Provide appropriate and timely advice.
- *Support and listen.* Offer support when needed and know when to refer on to a professional when needed.
- *Promote.* Be an advocate for Mentees within the industry. Put them forward for opportunities.
- *Protect.* Oversee career development and call out any bias that may be affecting your Mentee.

Role of the Mentee:

- *Listen.* Your Mentor is giving you their time and insight so listen respectfully.
- *Engage.* When meeting with your Mentor take notes, clarify where unsure, and ask questions.
- *Act.* Apply what you have learned from your mentor into your own workspace.

Key Dates

SAFC call for HOD/Mentor Applications:	Monday 29 January 2024
Deadline for HOD/Mentor Applications:	Friday 9 February 2024
Successful HOD/Mentors notified:	Friday 16 February 2024
SAFC calls for Mentees:	Wednesday 21 February 2024
Deadline for Mentee Applications:	Monday 4 March 2024
Successful Mentees notified:	Friday 8 March 2024
Master/Apprentice Program commences:	Monday 11 March 2024

What special conditions apply?

Mentors will be paid a mentoring fee of \$2,000.

Mentees will receive in-kind mentoring.

Mentees will only be able to engage in on-set or production work with the HOD if they are employed by the production company and covered by industry standard work health and safety laws and worker injury insurance.

While the SAFC seeks to match all Mentors and Mentees who apply, there are a limited number of opportunities available, and the program may not be able to accommodate all applicants. Priority will be given to departments where there is evidence of skills shortages.

HODs selected as mentors will be required to complete the SPA Respectful Workplace Training e-course. The course can be done online and must be completed prior to commencement of the mentorship.

How will my application be assessed?

Mentor and Mentee applications will be assessed according to individual mentoring needs according to the following criteria:

- The Mentor/Mentee level of professional experience/skill set;
- The likely professional development benefits to the Mentee's skills and career objectives;
- The short, medium and long-term goals of the Mentee and their commitment to work professionally in their chosen area/crew role.

The Mentees will be matched to a Mentor according to needs. While the SAFC will strive to meet your requests, this may not be possible in every case.

SAFC Commitment to Access, Diversity & Inclusion

The SAFC is committed to supporting increased participation in the screen industry by people from underrepresented groups including female writers and directors, First Nations practitioners, practitioners from Culturally and Linguistically Diverse backgrounds, Deaf or disabled practitioners, practitioners from LGBTQIA+ communities and practitioners from regional and remote areas.

How do I apply?

HOD Mentors can submit an application through the SAFC's online grant portal: safilm.smartygrants.com.au

Before you apply, please make sure you are familiar with SAFC's [Terms of Trade](#).

Where can I find out more?

For further information about applying as an HOD please contact SAFC Industry Development and Training Executive Kath McIntyre on kath.mcintyre@safilm.com.au or call 8394 2008 or via the National Relay Service on 1300 555 727 then 08 8394 2008.