

# NEMETON TV SPORT BROADCASTING Apprenticeship 2018

## Job Advert

**Job Title:** Nemeton TV Sport Broadcasting Apprentice in association with MG ALBA  
**Contract Type:** Fixed Term – Full time  
**Base:** Glasgow, Scotland, plus work experience in Waterford, Ireland  
**Closing Date:** 5<sup>th</sup> October  
**Pay:** £14, 250 pa – leading to academic qualification  
**Location:** Glasgow/Waterford

## Job Introduction

If you want a career in production making sports programming for BBC ALBA, if you're passionate about making exciting, new content for TV, Digital and Online, or if you want your ideas to contribute to changing BBC ALBA's digital landscape, then there's no better place to start turning that dream into a reality than through gaining a place on the Sports Apprentice Scheme with Nemeton TV.

Nemeton TV apprentices will be based in Glasgow, and enjoy a period of work experience at our headquarters in Waterford, Ireland, working across various departments throughout the year on outside broadcast sport, half time feature content and digital and online content for all our sport content across BBC ALBA. Apprentices will learn on the job, programme making and production management skills, and will study and work towards a Creative and Digital Media Apprenticeship Level 3.

This scheme is open for applications from 21<sup>st</sup> of September to the 5<sup>th</sup> of October, for a October 2018 start.

If you have a passion for producing brilliant live and pre-recorded sport content, keen to learn the production process and are serious about a career in the media, then the Nemeton TV Sports Apprenticeship scheme really is a great opportunity for you.

## Role Responsibility

The Nemeton TV Sports Apprenticeship scheme works with a Glasgow college to develop best-in-class courses to give apprentices a world-class foundation in Production. This is a year-long programme where you will get to work on a range of content, while studying towards a Level 3 Apprenticeship in Creative and Digital Media. There will also be an opportunity to work with Nemeton in Ireland on placement where a range of factual sports documentaries are in ongoing production. Part of the placement will involve sitting in on lectures and workshops on Nemeton TV's Higher Diploma in TV Production which is run in partnership with Waterford Institute of Technology. Travel and accommodation costs to and from Waterford will be covered as part of the package.

Providing an excellent practical understanding of Television, Digital and Online production processes, this apprenticeship will equip you with knowledge and experience that will place you well for applying for future production contracts. On top of building a solid foundation in core production skills, we will also be offering apprentices the chance to work across two production areas:

**Creative** – working towards an editorial role as a Runner / Junior Researcher / Assistant Producer / Producer / Presenter: creating sport and feature content, pitching programme ideas, researching and contacting contributors / stories / locations / working at live outside broadcast sporting events.

Main duties will include:

- To support the programme-making and production management teams with general office duties, including collecting tapes, equipment, and other deliveries; photocopying; answering phone calls and emails; keeping track of costs.
- To perform team admin in a timely manner with attention to detail including: co-ordinating meetings, conferences, calls and events ensuring the required rooms, equipment and hospitality are organised; booking meetings and travel / accommodation.
- To support the programme-making and production management teams by: helping to set up content across all media; helping on location shoots and outside broadcasts; contributing ideas to programmes and helping researchers on projects. Making sure all information about programmes is kept up to date and recorded in the right way; locating archive and sourcing music, and making sure they are cleared for copyright.
- To be a face of Nemeton TV, meeting visitors and be a first point of contact for enquiries, providing a good impression - embracing the company Values: Creativity, Professionalism, Respect, Honesty, Leadership, Gàidhlig.
- Having knowledge of BBC Health and Safety policies.
- To take an interest in the sport output of BBC ALBA across all platforms and to have a passion to develop a career at the BBC or in the wider media industries.

### The Ideal Candidate

To be a great apprentice you need to have a combination of the following:-

- Knowledge of BBC ALBA's sport content and programmes on all media, with an interest in the channel and the wider media industry.
- A passion for, or interest in, making and creating sport and documentary content – in a practical way or through developing ideas.
- Punctual and responsible with good organisational, prioritisation and practical skills.
- Experienced in prioritising and organising your workload effectively within a constantly changing environment.
- Good IT skills with the ability to learn new systems, knowledge of Microsoft Office is desired (training will be provided).
- Ability to understand and put into practice BBC policies on Health and Safety, and the values behind BBC programme making, for example treating people fairly and making sure we get our facts right
- Works well within a team and able to get on with many different types of people.
- Good numerical, written and spoken communication skills.
- Full of great, new ideas – able to solve problems and deliver to deadlines.
- You should be keen to learn and have the motivation, and ability, to combine work and study.

We are looking for people who:

- Are aged between 18-24, with a right to live and work in the UK.
- Are educated up to National 5 level.  
(People who have qualifications above a Level 3 / Highers / HNC are not eligible to apply.)
- Are passionate about wanting to produce sport and documentary content for TV, Digital and online.
- Will offer a new perspective to BBC ALBA through sport content that will help us reflect our audiences better.
- Have a positive, 'can-do' attitude and are prepared to work unpredictable hours.
- Are committed to a building a career in the media – this is an entry-level scheme and not a gap year activity.
- Good written and spoken Gàidhlig.

If working as a Nemeton TV Sports Apprentice from October 2018 sounds like something you would love to do, then, please, don't delay, apply for the Nemeton TV Sports Apprentice Scheme today.

## About the Company

We don't just focus on what we do – we also care how we do it and how we treat each other and our audiences. Strong team working is highly valued as is a commitment to shared goals. Please make sure you've read about our values and behaviours in the document attached below. You'll be asked questions relating to them as part of your application for this role.