

GUIDING LIGHTS 10/11

GUIDELINES

ABOUT GUIDING LIGHTS

Guiding Lights is a year-long mentoring scheme designed to support and develop promising UK-based filmmakers and industry professionals. Launching for a third time, it is the British film industry's most high-level and prestigious mentoring programme.

Guiding Lights is run by Lighthouse Arts & Training as part of 'A Bigger Future', the UK film skills strategy set up by Skillset and the UK Film Council to address skills development across all job roles in film. The scheme is majority funded by the Skillset Film Skills Fund, supported by the National Lottery through the UK Film Council and the film industry through the Skills Investment Fund.

Following the success of the two previous rounds of Guiding Lights, we are again looking for 25 talented and ambitious film professionals. We welcome applications from across the community and will select participants from a range of industry disciplines. The scheme is open to directors, producers, screenwriters, cinematographers and professionals working in sales, distribution, exhibition, marketing, publicity and business affairs. Guiding Lights 10/11 begins in April 2010.

Successful applicants will each be matched with a well-established film industry professional who will mentor them and provide guidance and support throughout the 12-month programme. Over the year a number of face-to-face meetings will take place with phone or email contact in between as appropriate.

Alongside the one-to-one mentoring, participants will benefit from a number of industry training and networking events which take place across the year, including during the Edinburgh and London film festivals. Where possible, mentees will also

undertake a short period of work shadowing. Further access to high-level filmmakers and business professionals will be facilitated by an online networking facility.

Guiding Lights aims to help improve diversity within the UK film industry by addressing the issues of access which individuals often face when progressing their careers. Participants will be provided with financial assistance towards pre-agreed travel, subsistence and childcare costs. We are able to facilitate access for deaf and disabled people – please see the Equal Opportunities section for further information.

All information is available in large print format.

Copies can be downloaded from the website:

www.guiding-lights.org.uk

WHO CAN APPLY?

The scheme covers a range of film industry disciplines. We are seeking applications from:

- Directors
- Producers
- Writers
- Cinematographers

Professionals working in:

- Sales
- Distribution
- Exhibition
- Marketing
- Publicity
- Business Affairs

ELIGIBILITY CRITERIA

Please note that Guiding Lights is not open to entry-level participants and is a talent development programme rather than a training scheme. Applicants must be able to demonstrate that they have sufficient professional experience in the film industry and a proven track record in their field, as well as a strong commitment to an ongoing career in feature films. They will also be required to prove that they have been pro-active in trying to advance their career and have now reached a critical point in their professional development where they would particularly benefit from high-level mentoring and access to industry.

Please check the eligibility criteria and submission requirements for the role in which you are applying.

DIRECTORS

You are eligible to apply if:

- You have at least 2 years of professional experience within the film industry
- You are a UK resident
- You have a sole director credit on at least two films (shot on any format), each with a minimum length of 3 minutes, one of which must have been selected by and screened at one of the film festivals on our approved list (please see Appendix 1).

You should submit:

- A completed **Application Form**
- Your **CV** including a filmography and/or details of past and current projects
- A completed **Diversity Monitoring Form**
- Two DVD copies of **two films**, each with a minimum length of 3 minutes, on which you are credited as the sole director
- **Evidence** that at least one of your submitted films has been selected by and screened at one of the festivals on our approved list (please see Appendix 1). Acceptable evidence may include:
 - an acceptance email or letter from the festival
 - a copy of the festival programme
 - a screen grab of an online festival programme
 - written confirmation from the festival.

PRODUCERS

You are eligible to apply if:

- You have at least 2 years of professional experience within the film industry
- You are a UK resident
- You have a producing credit on at least two films (shot on any format), each with a minimum length of 3 minutes, one of which must have been selected by and screened at one of the film festivals on our approved list (please see Appendix 1)

- You have a slate of projects in development, and are a lead producer on at least two of them.

You should submit:

- A completed **Application Form**
- Your **CV** including a filmography and/or details of past and current projects
- A completed **Diversity Monitoring Form**
- Two DVD copies of **two films**, each with a minimum length of 3 minutes, on which you are credited as a producer
- **Evidence** that at least one of your submitted films has been selected by and screened at one of the festivals on our approved list (please see Appendix 1). Acceptable evidence may include:
 - an acceptance email or letter from the festival
 - a copy of the festival programme
 - a screen grab of an online festival programme
 - written confirmation from the festival.

CINEMATOGRAPHERS

You are eligible to apply if:

- You have at least 2 years of professional experience within the film industry
- You are a UK resident
- You have a credit as a cinematographer or DOP on at least two films (shot on any format), each with a minimum length of 3 minutes.

You should submit:

- A completed **Application Form**
- Your **CV** including a filmography and/or details of past and current projects
- A completed **Diversity Monitoring Form**
- Two DVD copies of **two films**, each with a minimum length of 3 minutes, on which you are credited as the cinematographer or DOP
- A **letter of recommendation** from a professional referee who has known you for at least 12 months and who has

knowledge of your work as a DOP. The letter should detail who they are, how they know you, and why you would be suitable for the Guiding Lights scheme

- You may also send a showreel if you wish to showcase other material, but this is not compulsory.

WRITERS

You are eligible to apply if:

- You have at least 2 years of professional experience within the film industry
- You are a UK resident
- You have written a minimum of one feature-length script (this does not necessarily need to have been produced)
- You have at least one other feature-length script in development and can describe your development activity

You should submit:

- A completed **Application Form**
- Your **CV** including a filmography and/or details of past and current projects
- A completed **Diversity Monitoring Form**
- One unbound hardcopy of a **feature-length screenplay** (please do not provide more than one script – we will only be able to assess one)
- Two hardcopies of a **synopsis** of a feature-length screenplay you are developing
- A **letter of recommendation** from a professional referee who has known you for at least 12 months and who has knowledge of your work as a screenwriter. The letter should detail who they are, how they know you, and why you would be suitable for the Guiding Lights scheme.

SALES, DISTRIBUTION, EXHIBITION, MARKETING, PUBLICITY AND BUSINESS AFFAIRS

You are eligible to apply if:

- You have at least 2 years of professional experience within the film industry in the capacity in which you are applying

- You are a UK resident

You should submit:

- A completed **Application Form**
- Your **CV**
- A completed **Diversity Monitoring Form**
- A **letter of recommendation** from a professional referee who has known you for at least 12 months and who has worked with you in the capacity in which you are applying. The letter should detail who they are, how they know you, and why you would be suitable for the Guiding Lights scheme.

All applications received will be assessed against the above criteria. Please see the Guiding Lights FAQs for further clarification on eligibility.

THE APPLICATION PROCESS

The deadline for applications is
1pm, Wednesday 23rd December 2009.

Late applications will not be considered under any circumstances.

Before completing the Application Form please ensure that you have read the Guidelines and FAQs. Please note that some of the questions on the Application Form have a word limit. If you exceed the word limit your application will be deemed ineligible.

WHERE TO SEND YOUR APPLICATION

You should send your hardcopy application to:

**Guiding Lights Administrator
Lighthouse Arts & Training
28 Kensington Street
Brighton BN1 4AJ**

This should include:

2 copies of your completed **Application Form**

2 copies of your **CV**

1 copy of your completed **Diversity Monitoring Form**

Your supporting materials (please refer to the checklist on the relevant Application Form for further details).

You must also email your application to:

casey@lighthouse.org.uk

This should include:

1 electronic version of your completed **Application Form**

1 electronic version of your **CV**

Applications must arrive **both as a hardcopy and by email.**

Please be aware that there are likely to be postal delays due to the busy pre-Christmas period. You will need to ensure that you post your application in plenty of time to meet the deadline or make appropriate delivery arrangements such as sending it by Special Delivery. Please check with Royal Mail for more information.

Due to limited resources we are unable to return submitted supporting materials unless you enclose an SAE with your application. Please ensure you provide the correct amount of postage – Lighthouse does not accept responsibility for returned materials lost in the post.

EQUAL OPPORTUNITIES

Guiding Lights encourages applications from, and gives equal access to, all sections of the community.

ACCESSIBILITY

To ensure equality of opportunity, access will be facilitated in the following ways:

- All guidelines and information regarding the scheme are available in large print format and can be downloaded from the Guiding Lights website – www.guiding-lights.org.uk
- A textphone is available: 01273 686320
- Any individual needs of our applicants will be discussed once they have reached the shortlist stage prior to interview
- We have a budget allocation for BSL interpreters and associated travel and subsistence costs
- Financial assistance is available for a variety of access related costs including travel, subsistence and childcare
- All networking events and training sessions are held in venues which are wheelchair accessible.

DIVERSITY MONITORING FORM

Due to the nature of the funding of Guiding Lights, this information will be made available to project partners for monitoring and reporting purposes only. Although it is not compulsory, we would be grateful if you would complete the form to ensure compliance with our Equal Opportunities policy. The form will be separated from your application on receipt and will not form any part of the selection process.

NEXT STEPS

60 applicants will be shortlisted for interview in London during the week of 22nd - 26th February 2010. Shortlisted applicants will be contacted by phone during the week before. For invited candidates who live outside of London, pre-approved travel expenses can be reimbursed on production of receipts.

The interview panel will include members of the Lighthouse management team, a Skillset representative and a member of the Guiding Lights Steering Committee.

The final 25 applicants selected to be matched with a mentor will be notified by 3rd March. They will be required to confirm acceptance of their place on the Guiding Lights scheme by 4th March.

Due to the high volume of applications anticipated, we will only be able to notify successful candidates. If you have not heard from us by February 22nd 2010, you should assume your application has not been shortlisted. Furthermore, we will not be able to discuss or provide individual feedback on unsuccessful applications. We thank you in advance for your understanding.

IMPORTANT DATES

February 22nd – 26th

Shortlisted applicants interviewed in London

Please note that it will not be possible to conduct interviews outside of these dates so applicants should ensure that they are available during this week. Due to tight time restrictions, we are unable to give much advance notice for interviews - shortlisted candidates will be notified during the week before.

March 6th

1 day of introductory training, to be held in Brighton

Successful applicants will be required to attend this session.

FURTHER INFORMATION

In the first instance enquiries can be directed to:

Email: guiding@lighthouse.org.uk

Textphone: 01273 686320

(please do not use this number for phone enquiries)

We will endeavour to respond to your query within 48 hours.

If you still have further questions regarding your application after receiving a written response to your enquiry, please contact the Guiding Lights Co-ordinator:

Telephone: 01273 647197

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APPENDIX 1: APPROVED FESTIVALS AND AWARDS

AbilityFest: India International Disability Film Festival
Academia De Las Artes Y Ciencias Cinematograficas De España
Académie Des Arts Et Techniques Du Cinéma (César)
Academy Of Canadian Cinema & Television (Genie)
Academy Of Motion Picture Arts And Sciences (Student Academy Awards)
Afi Fest, Los Angeles
American Academy Awards (Oscars)
Angers Premiers Plans
Animafest Zagreb
Ann Arbor Film Festival
Annecy Festival International Du Film D'animation
Antalya Golden Orange (Altın Portakal) Film Festival
Aspen Shortsfest
Athens International Film & Video Festival
Atlanta Film Festival
Austin Film Festival
BAFTA
BAFTA Cymru
BAFTA Scotland
Berlin International Film Festival
Bermuda International Film Festival
BFM International Film Festival
Birds Eye View Film Festival, London
Bite The Mango Film Festival
Bogota Film Festival
Brest European Short Film Festival
Brooklyn International Film Festival
British Independent Film Awards
Brussels International Fantastic Film Festival
Cairo International Film Festival
Cannes International Film Festival
Cartagena De Indias International Film Festival
CFC Worldwide Short Film Festival, Toronto
Chicago International Film Festival
Chicago International Children's Film Festival
Cinanima International Animation Film Festival, Portugal
Cinema Jove International Film Festival

Cinequest Film Festival
Clermont Ferrand International Short Film Festival
Cleveland International Film Festival
Corona Cork Film Festival
Courmayeur Noir In Festival
CPH:Dox (Copenhagen International Documentary Film Festival)
Creteil International Women's Film Festival
David Di Donatello Award [Accademia Del Cinema Italiano]
Deaffest, Wolverhampton Deaf Film and TV Festival
Deafroc, Deaf Rochester Film Festival
Docuweeks (International Documentary Association, New York and Los Angeles)
DocsBarcelona (International Documentary Film Festival)
DOK Leipzig – The International Leipzig Festival for Documentary and Animated Film
Durban International Film Festival
Eat Our Shorts Student Film Festival
Edinburgh International Film Festival
Encounters Short Film Festival
Era New Horizons International Film Festival, Wroclaw
Eurasia International Film Festival Astana
European Film Awards
Expresión en Corto International Film Festival, Guanajuato
FESPACO - Pan-African Film And Television Festival
Festival de Cine de Huesca
Festroia International Film Festival
Filmfest Hamburg
Flanders International Film Festival, Ghent
Flickerfest International Short Film Festival
Florida Film Festival
Foyle Film Festival
Full Frame Documentary Film Festival, North Carolina
Gijon International Film Festival
GoEast – Festival of Central and Eastern European Film, Wiesbaden
Hamptons International Film Festival
Haugesund, The Norwegian International Film Festival
Hiroshima International Animation Festival
Hot Docs - Canadian International Documentary Festival
Human Rights Watch International Film Festival
Human Rights Arts and Film Festival, Melbourne
International Documentary and Short Festival of Kerala

Amsterdam
International Film Festival Of India, Goa
International Film Festival of Kerala (IFFK)
International Film Festival, Rotterdam
Istanbul International Film Festival
Jeonju International Film Festival
Journées Cinématographiques de Carthage
Karlovy Vary International Film Festival
Kolkata Film Festival
Krakow Film Festival
LA Shorts Fest
Locarno Film Festival
London Lesbian And Gay Film Festival
London International Documentary Festival
London's International Disability Film Festival
Los Angeles Film Festival
Los Angeles Latino International Film Festival
Lucas International Children's Festival
Mar Del Plata International Film Festival
Mecal, the International Short Film Festival of Barcelona
Mediterranean Film Festival, Valencia
Melbourne International Film Fest
Message To Man Film International Documentary, Short and
Animated Films Festival
Milan African, Asian and Latin American Film Festival
Mix Brasil Cinema and Video Festival Of Sexual Diversity
Molodist Kyiv International Film Festival
Montreal Festival des Films du Monde
Montreal Festival du Nouveau Cinema
Morelia International Film Festival
Moscow International Film Festival
Mumbai Film Festival
Namur Festival International du Film Francophone de Namur
Nashville Film Festival
Oberhausen International Short Film Festival
Ottawa International Animation Festival
'Out In Africa' South African Gay And Lesbian Film Festival
Palm Springs ShortsFest
Pan African Film And Arts Festival - Los Angeles
Perspektiva Breaking Down Barriers Disability Film Festival,
Moscow
Picture This...Film Festival

Pusan International Film Festival
Raindance Film Festival
Rhode Island International Film Fest
Rio De Janeiro International Short Film Festival
Rushes Soho Shorts Festival
San Francisco International Film Festival
San Sebastian International Film Festival
Santa Barbara International Film Festival
São Paulo International Film Festival
Sarajevo Film Festival
Seattle International Film Festival
Shanghai International Film Festival
Sheffield Doc/Fest
Shortshorts Film Festival, Tokyo
Silverdocs Documentary Film Festival, Washington DC
Siggraph Computer Animation Festival
Sitges International Fantastic Film Festival of Catalonia
Slamdance Film Festival
South By Southwest Film Conference and Festival
St Louis International Film Festival
Stockholm International Film Festival
Stuttgart International Festival of Animated Film
Sundance Film Festival
Superfest International Disability Film Festival
Sydney Film Festival
Tallinn Black Nights Film Festival
Tampere Film Festival
TCM Classic Shorts Competition
The Times Bfi London Film Festival
Thessaloniki International Film Festival
Tokyo International Film Festival
Torino Film Festival
Toronto International Film Festival
True/False Film Festival (Columbia, Missouri)
Uppsala International Short Film Festival
Urbanworld Film Festival, New York
USA Film Festival. National Short Film & Video Competition
Venice Film Festival
Viennale, Vienna International Film Festival
Warsaw Film Festival
Zinebi, International Documentary and short film festival of Bilbao

