



LIFF FREELANCE PROGRAMMER ROLE DESCRIPTIONS

Role 3: Programmer, Louis le Prince International Short Film Competition

Links for reference

[Information about Louis le Prince](#)

[LIFF SHORTS 2023 programme guide](#)

[LIFF 2024 submissions page on Filmfreeway](#)

Summary Launched in 1999, the Academy Award-qualifying Louis le Prince International Short Film Competition is named after the French pioneer who made the world's first moving images in Leeds in 1888. The competition is the largest for short films at LIFF and around five programmes are selected from over 2000 film submissions from more than 120 countries. The competition is judged by a jury and has a cash prize of £2000 for the winning filmmaker. The main purpose of the role is to view, consider and shortlist assigned short film submissions and make the final selection with the Louis le Prince team. The shorts to be considered are 'live action' - documentaries and animation are considered by other teams.

Number of role openings available 5.

Level of experience required 3 role openings for those with intermediate experience, 2 role openings for those with limited or no experience.

Role location Remote working.

Applicant location We will consider international as well as UK-based applicants.

Days and period Total of 10 days, May to August, each year in 2024 and 2025.

Working pattern Work for this role can be carried out at variable times of day or days of the week if preferred. Each paid working day is 8 hours, but it can be split up – for example, 8 hours over two days. Some daytime weekday availability is required.

Fee £115 per day intermediate experience, £100 per day limited or no experience.

Contract A freelance programmer contract for 2024 and 2025 - terms and conditions apply.

Role supervisor Lead Programmer, Louis le Prince International Short Film Competition.

Responsibilities

These are the main responsibilities and there may be additional minor ones:

- View and consider assigned short film submissions on Filmfreeway; add flags, ratings and any comments; contact filmmakers if any issues with film screeners.

- Liaise with other programme teams if a submission is more suitable for their consideration. Recommend submissions that may be suitable for other programming – for example, before a feature or as part of a non-competitive selection.
- Make a shortlist from the assigned short films. View and consider the shortlisted films of other Louis le Prince team members.
- Make the final selection of short films with other team members, including finalising the inclusion and order of shorts within each programme. Jointly maintain a shared spreadsheet for shortlisting and final selection.
- Write the promotional summary for one of the programmes and a short synopsis of each short film in that programme for the LIFF SHORTS guide and the website.
- Support the development of the competition with audiences and within the film industry – for example, with suggestions for raising its public and industry profile.
- Attend online meetings with the team. For those with limited or no experience, also attend online mentoring meetings with the role supervisor.

For guidance, the 10 days will include about 8 days of viewing and considering short films, and about 2 days for other responsibilities. Some of the initial viewing will be of LIFF 2023 short film selections for reference.

In addition, freelance programmers will be expected to:

- Be aware of and support difference and equality for all, working in an anti-discriminatory manner, upholding our equality and diversity policies.
- Recognise and appropriately challenge any incidents of racism, bullying, harassment, victimisation, and any form of abuse, reporting any concerns.

Requirements

These are the essential requirements for applying for the role – where a requirement is desirable rather than essential, this will be indicated:

- You have a passion for film and you are interested in working in film.
- You are especially interested in programming international short films and supporting the work of filmmakers who are underrepresented.
- If you are applying for a role opening for those with intermediate experience:
 - You have at least one year of experience regularly programming new films in official roles for festivals and/or cinemas. You have programmed short films for at least one competition or non-competitive selection and you have considered many film submissions – pre-selection experience only is not eligible.
- You have good organisational and time-management skills.
- You can work independently and as part of a team.
- You can work to tight deadlines.
- You can use digital tools and platforms for viewing films and for working with databases and spreadsheets.
- You have good awareness and knowledge of contemporary film culture, and you regularly seek out and watch new independent films, including international shorts.