LIFF FREELANCE PROGRAMMER ROLE DESCRIPTIONS

Role 4: Lead Programmer, British and Yorkshire Short Film Competitions

Links for reference
[LIFF SHORTS 2023 programme guide](#)
[LIFF 2024 submissions page on Filmfreeway](#)

Summary The Yorkshire Short Film Competition was launched at LIFF in 2005 and the British Short Film Competition in 2008. There are usually two programmes for British shorts and one for Yorkshire shorts, and together they are selected from around 900 film submissions. The competitions are judged by a jury and there is a cash prize of £1000 for the winning filmmaker for British shorts and £500 for Yorkshire shorts. The main purpose of the role is to lead, manage and contribute to the overall viewing, consideration, shortlisting and selection for the competition, including supervising the British and Yorkshire shorts team and mentoring some team members. The short films to be considered are 'live action', documentaries and animation made in the UK.

Number of role openings available 1.

Level of experience required Advanced.

Role location Mostly remote working, some in-person work required during LIFF.

Applicant location UK-based.

Days and period Total of 15 days, mostly May to August, each year in 2024 and 2025; there will be some time required in April and November, if possible.

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. Regular daytime weekday availability is required.

Fee £140 per day.

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

Role supervisor LIFF Director.

Responsibilities
The above are the main responsibilities and there may be additional minor ones:

- Establish and implement the plan and processes for the British and Yorkshire Shorts team for assigning, viewing, considering, shortlisting, and selecting for the competition.
- Confirm working patterns, deadlines and meetings schedule with team members. Monitor programming progress with team members, arrange and lead meetings.
- Supervise and support team members. Mentor one team member recruited who have limited or no experience: this will include reviewing films they have viewed.
- Regularly review the range of short films being submitted and help to raise the level of submissions from underrepresented filmmakers and UK regions.
- Regularly liaise with other Lead Programmers about their programmes and recommend inclusion of some shorts in their categories where applicable.
- View and consider assigned short film submissions on Filmfreeway; add flags, ratings and any comments; contact filmmakers if any issues with film screeners.
- Make a shortlist from the assigned short films. View and consider the shortlisted films of other International Shorts team members.
- Make the final selection of short films with other team members, including finalising the inclusion and order of shorts within each programme.
- Write the overall summary for the competition for the LIFF programme guide and the website. Guide and proof the writing of copy by other team members.
- Support the recruitment of programming freelancers including shortlisting and interviews.
- Support the development of the competition with audiences and within the film industry. Recommend jurors for the competition.

For guidance, the 15 days will include about 6 days of managing the competition including supervising the team and mentoring one team member, 7 days of viewing and considering short films, and 2 days for other responsibilities including attending LIFF. 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 British and Yorkshire short films and supporting the work of filmmakers who are underrepresented.
- You have an advanced level of experience:
  - You have three or more years of experience regularly programming new films in official roles for festivals. You have programmed British short films for

several competitions and/or non-competitive selections, and you have considered substantial numbers of film submissions.

- It is also desirable that you have experience of supervising and mentoring other film programmers.

- You have excellent organisational and time-management skills.

- You have excellent communication and interpersonal skills.

- You can be self-motivated and motivate others.

- 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 broad awareness and knowledge of contemporary film culture, and you regularly seek out and watch new independent films, including British features and shorts.