



## GUIDELINES

# SCREEN MOMENTUM ATTACHMENT REGISTER

### BEFORE YOU START

Securing an attachment position is competitive and putting together a strong expression of interest takes time and energy.

Before beginning your application, please read the guidelines for information on:

- application process
- make sure that you are eligible to apply
- support material requirements
- assessment criteria

### Who is eligible?

- you must be a resident of NSW, and have been for the last 6 months,
- you must be a mid-career or established screen practitioner,
- you must be a practitioner who is currently or have recently been a carer and are ready to resume your work in the screen industry. Carers is defined to include childcare, caring for the elderly and self-care,
- you must be an individual, have a valid ABN and, if required by law, be registered for GST.

Please read these guidelines alongside the [Create NSW Terms of Trade](#) for our general eligibility requirements.



## How will the database be used?

Screen NSW will maintain a Screen Momentum Register for practitioners who are interested in undertaking an attachment role. Once the production has identified their requirements, the Screen Industry Development team will review the register and prepare a shortlist of up to three names. This shortlist will be sent to the production house to review and interview before deciding on their preferred applicant.

## What reporting is required after the attachment?

Once the role is completed, an acquittal report from both the production company and the attachment will be required. The acquittal report templates will be provided by Screen NSW.

## When can I apply?

There is no official deadline for the Screen Momentum Attachment Register.

Expressions of Interest will be considered against available positions, on a rolling basis at any time during the year.

## Screen NSW Attachment Requirements

Screen Production applications must budget for early to mid-career professional attachment opportunities.

Projects receiving Screen NSW production finance of between \$100,000 and \$200,000 must provide for one paid production attachment. Priority to be given for attachments to be placed in roles in line with Screen NSW gender equity targets.

Projects receiving finance of \$200,000 or above must provide two attachments – at least one to be female, in line with Screen NSW gender equity targets, and at least one from Screen NSW's Strategic Priority Area groups: Aboriginal and Torres Strait Islander, CaLD, Disability, LGBTQI, Western Sydney, Regional NSW.

Projects receiving finance of \$400,000 or above must provide **three attachments - one of them should be identified as a carer**. This requirement is in line with the Screen NSW 'Screen Momentum' initiative which seeks to address the significant challenges for working parents or carers in the Screen industry. Carers is defined to include childcare, caring for the elderly and self-care.

## What support material is required for the Expression of Interest?

To apply for inclusion on the Screen Momentum Attachment Register you will be asked to provide the following support material in the application form:

- Describe how you identify as a practitioner who is currently or has recently been a carer.
- CV outlining your experience. This can be maximum 3 pages. Please include date and contact details. CVs should be updated every 12 months.
- Details of two industry referees.
- Sample of work, such as a writing sample or showreel. If submitting a showreel or file exceeding 5MB, please provide a link to the video/file download.
- You will also have the option of uploading the details of any projects you might be developing and any creative ideas or prototypes. Supporting documentation - one pagers, documents containing links to files etc. - can be uploaded.





## Assessment Criteria

Expressions of Interest will be assessed for inclusion on the register against a common set of criteria.

Those included on the register will have demonstrated:

- experience relevant to the position they are applying for;
- an understanding of the proposed role; and
- a commitment to pursuing a career in the industry/department/role.

## Feedback, review and formal complaints procedures

If you would like to provide us with feedback, or believe you have cause for complaint, the details of our Feedback, Review and Formal Complaints Procedures are available [here](#).

## Who should I contact about my application?

For more information about Screen Momentum Attachment Register or to discuss your expression of interest, contact Nadia Obeid (02) 8289 6419 or by email to [nadia.obeid@create.nsw.gov.au](mailto:nadia.obeid@create.nsw.gov.au)

## NEED ADVICE?

Screen NSW Staff are available between 9 am and 5 pm (AEST/AEDT) Monday to Friday to provide advice on interpreting the guidelines and the type of activities that are relevant to each program category.