

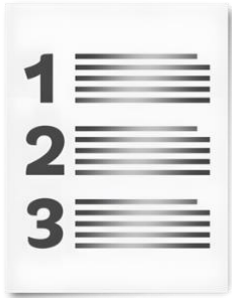


Career  
Development

An Easy Read  
Guide



## Career Development

|                                                                                     |                                                                                                                                 |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
|    | <p>A career means a job that you want to work in for a long time and where you want to develop your skills and experience.</p>  |
|    | <p>Career development is important for everyone.</p> <p>It means people can get better in their jobs and reach their goals.</p> |
|  | <p>There are three main ways to develop your career in film and television.</p>                                                 |
|  | <p>Networking</p> <p>Mentoring</p> <p>Training</p>                                                                              |

## Networking



Networking means meeting other people who work in TV and film.



Networking is about connecting people to build relationships, share information, and create opportunities.



Networking is also useful to help you learn about the industry and your job.



You will also make friends who understand what it is like to work in TV and film.



Networking happens in different places and in different ways.

It can happen at your current job, at in-person events, online and in social media groups.



Networking at your current job means getting to know other people at your work.

This can be as simple as chatting to each other at the coffee machine.



Networking at your job can also mean going to work social events.

Do tell your manager what reasonable adjustments you might need to attend these events.

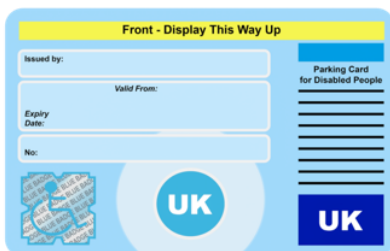


An adjustment for an event might be:

Holding an event in a wheelchair accessible location.



Hiring a British Sign Language interpreter for events is another example of an adjustment.



Arranging Blue Badge parking for visitors.

Having a quiet room at an event.

Having name badges for everyone.



You can plan ahead to make networking easier.

You can contact event organisers before the event to make sure reasonable adjustments are in place.



Sometimes events will send a list of who is going to the event before it happens.

You can use this list to plan who you would like to meet.



It can be useful to email people you know are going to the event before it happens.



Many Disabled people like to go to networking events with a Personal Assistant or a friend.

This can remove some worry about meeting new people.



Networking does not have to be only at TV and film events and groups.

Local groups for hobbies can be good to meet new people and to become confident at networking.



There are some online networking social media groups for Disabled people in the film and television.



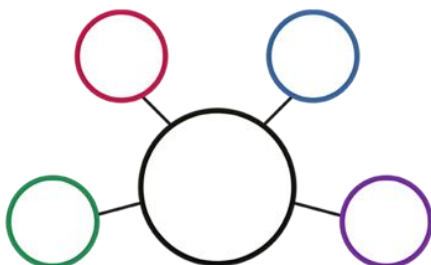
[Deaf & Disabled People in TV](#) are a good network if you are working in unscripted TV. This includes documentary and entertainment shows.



[TripleC/DANC](#) are a network for Disabled people working in the arts and theatre as well as TV and Film industry. They run great networking sessions online and in person.



Film London's [Equal Access Network](#) helps people in the screen industries. They focus on fairness and making sure everyone is included. The team cares about helping those who feel left out.



There are other networks and groups like [Deaf & Disabled People in TV](#) and [TripleC/DANC](#) are good places to go and find out about other networks and events.

## Mentoring



A mentor is a person who gives advice and career support.

This person will have lots of experience in a job like the one that a Disabled person wants to do.



A mentor will give advice on a one-to-one basis.

This means they give advice to one person at a time and not to a group of people.



The person getting the advice is called a mentee.

A Disabled person might want to become a mentee to get support with developing their career.



The mentor might be a Disabled person but they might also be a person who doesn't identify as Disabled.



Every mentor will help in different ways.

Not every mentor can help the mentee with everything.



A mentor might help with job applications.

Or with introducing their mentees to new people and helping with networking.



A mentor can also be the person the mentee contacts to ask what new words mean. Or to ask about things they don't understand in the industry.



There are two types of mentor.

Formal and informal.



Formal means official.

The mentor and mentee will have been introduced through an organisation like TripleC or ScreenSkills.



A formal mentor will work for an agreed amount of time, for example 6 months.

They will also agree areas of career development to focus on together.



Informal means more relaxed and casual.

An informal mentor might have been met through work, friends or a networking event.



An informal mentor will, like a formal mentor, agree what the aims are for the support and a time frame.



Sometimes an informal mentor might be around to advise for longer than a formal one.



Mentoring is a different relationship from being work colleagues or friends.

It can take a few tries to find the right mentor.



You can be a mentor or mentee at any stage of your career.

ScreenSkills has [Mentoring Resources](#) for mentors and mentees.

## Training



Training means learning new skills to help someone to do a job well.

Everyone needs training, even when they have done their job for a long time.



Training builds skills and knowledge and can help someone with their career development.

Training can take place online or in person.



Training might be for a specific skill such as how to use a TV camera.

Or the training might be about best practice in the industry.



Best practice training helps a person know the best way to do their job and work with other people.

For example disability awareness is best practice training.



Training for Disabled people should be accessible.

Reasonable adjustments may be needed.

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|    | <p>This might include:</p> <p>Using special equipment like live captions for online classes. Or having different ways to take an exam such as written or video exams.</p>                         |
|    | <p>Some training is free.</p> <p>For example, ScreenSkills has <a href="#">free online courses</a> and DANC/Triple C has <a href="#">free videos about TV production</a>.</p>                     |
|   | <p>If training has to be paid for an employer might pay if it is connected to a person's job.</p>                                                                                                 |
|  | <p><a href="#">ScreenSkills bursaries</a> can help pay for some training and access needs for Disabled people.</p> <p>Other organisations may also offer grants for training or access costs.</p> |