

Application kit for NSI New Voices 2006

In this kit, you will find:

- 1 – Application form
- 2 – Personal release form
- 3 – Guidelines and Frequently Asked Questions (FAQs)

Important:

- 1 – PLEASE READ THE GUIDELINES AND FREQUENTLY ASKED QUESTIONS SECTION. THIS STARTS ON PAGE 7.
- 2 – YOU MUST FILL OUT ALL SECTIONS OF THIS APPLICATION FORM. WE NEED ALL THIS INFORMATION TO PROCESS YOUR APPLICATION.
- 3 – YOU MUST APPLY BY MAY 12, 2006, 4:30 P.M. CENTRAL TIME. NO EXTENSIONS. THIS MEANS YOUR APPLICATION FORM MUST BE IN THE NSI OFFICE BY THIS DATE.
- 4 – THERE IS A \$25 (EMPLOYED APPLICANTS) OR A \$5 (UNDEREMPLOYED APPLICANTS) NON-REFUNDABLE APPLICATION FEE.
- 5 – BEFORE YOU SEND US YOUR APPLICATION FORM, PLEASE CHECK THE LIST OF REQUIRED INFORMATION ON PAGE 6. HAVE YOU INCLUDED EVERYTHING LISTED THERE?

Questions:

Email: aboriginal@nsi-canada.ca
Phone: (204) 956-7800 or (800) 952-9307

Privacy Information - Collection, Use and Disclosure of Personal Information

The National Screen Institute - Canada, L'institute national des arts de l'écran - Canada ("NSI") is a national training school for writers, producers and directors working in film and television and at present, has undertaken a training program, NSI New Voices ("the training program"), to assist Aboriginal people in Canada in their pursuit of a career in the film and television industry.

In order to carry out this training program, NSI requires the information contained in this form to process your application. All personal information provided to NSI will be handled in accordance with NSI's privacy policy. Use of this information will be restricted to the processing of applications and selection of participants for the training program, the promotion of NSI, the promotion of NSI New Voices participants and their projects (if applicable) to the public including through industry representatives such as broadcasters, producers and distributors and through media sources (including by broadcast and in print materials) and as part of applications to funders, the internet and otherwise. NSI will not otherwise disclose your personal information to third parties with the exception of reports to its funders and where required or permitted to do so by law. NSI may use the personal information provided for the purpose of gathering statistics and reporting its activities to the public, its funders, government agencies and its Board of Directors.

By completing and submitting this application form, you have consented to the collection, use and disclosure of personal information for the purposes specified above. NSI will provide you with information about the organization's ongoing programs and events from time to time.

If you do not want to receive this information please check here or you may contact our Personal Information Officer at david.pollock@nsi-canada.ca or 204-956-7800.

For a copy of the NSI Privacy Policy, visit www.nsi-canada.ca/about/privacy.html.

NSI New Voices 2006

Application Form

Apply by: May 12, 2006, 4:30 (Central Time)

\$25 non-refundable application fee (\$5 for underemployed applicants)

Please read the Guidelines and Frequently Asked Questions section, which starts on page 7, before you fill out this form.

Questions: Call (204) 956-7800 or (800) 952-9307 or email: aboriginal@nsi-canada.ca

Section A – information about the applicant

Name: _____

Address: _____

City: _____

Province: _____ Postal Code: _____

Home phone: _____ Work phone: _____ Cell phone: _____

Fax: _____ Email: _____

Date of Birth (day/month/year) ____/____/____

Currently employed? ___ yes ___ no

If yes, please provide:

Company name _____ Position _____

Company address _____

Are you a Canadian citizen? yes no Are you an Aboriginal person*? yes no

*An ABORIGINAL PERSON is a North American Indian or a member of a First Nation, Métis or Inuit. North American Indians or members of a First Nation include status, treaty or registered Indians, as well as non-status and non-registered Indians.

Province presently residing in: _____ for how long? _____

Please note: you must reside in Winnipeg for the duration of the training program.

1. Please give details about your post-secondary education and training, including any film and television courses, workshops, seminars, mentorships (i.e.: MFA, BA, recognized production diploma, training received through festivals, co-ops, and other film & television training organizations) and other relevant experience such as working for a school/college or local newspaper and/or radio station, acting in a school/college or community theatre production, making a short film or other audio-visual project at school/college or in your own time) and/or post-secondary education.

Institution/organization	Program/course/subject/project	Duration and date completed
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

2.a. Are you currently working in the film and television industry? Yes___ No___

2.b If yes, what are you doing?

Writer ___ Producer ___ Director ___ Other ___ (please specify) _____

2.c What percentage of your time are you employed in the film and television industry?

- Less than 25% _____
- 25% - 50% _____
- 51% - 75% _____
- 76% - 100% _____

2.d. How many completed hours* of film or television production do you have and also received the following credit (s) during the past year?

Writer: _____
 Producer: _____
 Director: _____

3. How many completed hours* of film or television production do you have and also received “other” credit (s) for during the past year?

Hours	Role (i.e. editor, art direction)	Title of project (s)
_____	_____	_____
_____	_____	_____
_____	_____	_____

4. How many hours* have you worked abroad on an international co-production or overseas production during the past year?

Hours	Role	Title of project (s)
_____	_____	_____
_____	_____	_____
_____	_____	_____

5. What is your annual average of hours worked in film or television related employment?

Hours	Role	Title of project (s)
_____	_____	_____
_____	_____	_____

*Completed hours are defined as the final running time of the production.

6. PERSONAL INFORMATION.

For this program, NSI requests applicants to self-identify the following information. NSI requires statistics in these areas for programming planning, evaluation and studies. **This information does not influence the assessment of your application.** Federal privacy legislation protects the personal information you provide voluntarily on this application form.

YEAR OF BIRTH: _____ GENDER: Male ___ Female ___ LANGUAGE: English ___ French ___ Other (please specify) _____

PERSON WITH A DISABILITY**

Yes _____ No _____

**A PERSON WITH A DISABILITY has a long-term or recurring condition or health problem which limits the kind or amount of activity that he/she can do in the workplace; OR feels that he/she is perceived by others as limited in the kind or amount of work which he/she can do because of a physical, mental, sensory, psychiatric or learning impairment.

Please note:

By signing, I agree that I have read and agree to the terms and conditions set forth in the **NSI New Voices 2006 Guidelines and Frequently Asked Questions**, and agree to participate in **NSI New Voices** as required if selected. **Additionally, I hereby certify that, to the best of my knowledge, the information provided in this application is correct and complete.**

Signature of applicant: _____ Date: _____



national screen institute
THE NATIONAL SCREEN INSTITUTE - CANADA
L'INSTITUTE NATIONAL DES ARTS DE L'ÉCRAN - CANADA
("NSI")

PERSONAL RELEASE FORM

Name: _____ ("You")

Address: _____

Ph: _____

Fax: _____

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, You hereby grant to NSI, its agents, affiliates, licensees, successors and assigns the following rights, but not the obligation:

1. to photograph and/or film you in still(s) or videotape form, and to use or incorporate your name, picture, silhouette, voice, identity and other reproductions of your physical likeness ("*Appearance*") as the same may appear in such still(s) or videotape form and to use your *Appearance* to promote NSI, NSI programs and/or NSI activities;
2. to record, tape or reproduce in written form your comments as provided by You in workshops, public forums and written documents ("*Quotes*") and to use your *Quotes* to promote NSI, NSI programs and/or NSI activities;
3. to use or incorporate your *Appearance* and/or *Quotes* in any manner or form NSI decides is appropriate or suitable, use of which shall be in perpetuity, in all media now known or hereafter devised, worldwide.

Under the *Copyright Act*, you have (i) the right to have your name associated with your *Appearance* and *Quotes* (the "authorship right"), (ii) the right to restrain any modification of your *Appearance* and *Quotes* (the "integrity right"), and (iii) the right to restrain any use of your *Appearance* and *Quotes* in association with a particular product, service, cause or institution (the "right of association"), all of which together are known as "moral rights". You hereby waive all moral rights as such rights now or hereafter exist, by legislative enactment, or otherwise. Notwithstanding the foregoing, if your *Appearance* and/or *Quotes* are used or incorporated in any manner or form, NSI shall make best efforts to accord you credit.

You represent and warrant that you are fully authorized to grant and waive the rights provided for herein.

Sincerely yours,

THE NATIONAL SCREEN INSTITUTE - CANADA
L'INSTITUTE NATIONAL DES ARTS DE L'ÉCRAN - CANADA

AGREED AND ACCEPTED:

By _____

Witness: _____

Print Name: _____

Print Name: _____

Section B - Support materials

The following support material must accompany your application. If you fail to include this information, your application will NOT be considered for the program.

You must attach the following documents in the order shown below. They must be single sided, secured ONLY with a binder clip.

DO NOT staple, paper clip or bind your application in any way other than with a binder clip as outlined above.
DO NOT double-side copy your application.

Please attach in the following order:

NSI use only

1. **Resume** clearly stating your education and/or industry experience and/or work experience in a related field
2. A **short paragraph** describing what you are hoping to gain by participating in NSI New Voices
3. A brief **paragraph outlining your area of interest** in the film and television industry
4. **Letter** of support or **reference**
5. **One complete photocopy of the application form on pages 2 to 5, supporting materials AND all originals.**

Application Fee

A non-refundable \$25 application fee (\$5 for underemployed applicants) must accompany your application to NSI New Voices. Please make cheque or money order payable to the National Screen Institute – Canada. **Please do not send cash in the mail.**

Apply by:

Your application must be received by NSI no later than **May 12, 2006**, 4:30 p.m., Central Time. No extensions.

Deliver to:

Your fully completed application form AND additional copies and attachments should be sent to:

NSI New Voices

National Screen Institute - Canada
206-70 Arthur Street
Winnipeg, Manitoba R3B 1G7

Applications will not be accepted by fax or email.

It is the responsibility of the applicant to ensure the application is complete.

NSI New Voices 2006

Guidelines and Frequently Asked Questions

NSI must receive your application by: May 12, 2006, 4:30 p.m., Central Time. No extensions.

There is a \$25 non-refundable application fee. (\$5 for underemployed applicants)

More questions?

Call (204) 956-7800 or (800) 952-9307. Email your question (remember to tell us how to reach you) to aboriginal@nsi-canada.ca with "NSI New Voices question" in the subject line. Our NSI New Voices Coordinator will answer your question.

What is NSI New Voices?

NSI New Voices is a training program for Aboriginal people in Canada, aged 18 to 35, who have an interest in a career in the film and television industry. The overall objective of the program is to deliver a culturally sensitive, well-rounded understanding of industry job requirements and inspire young Aboriginal people by exposing them to a variety of creative and challenging employment opportunities in the film and television industry.

The pilot for the program – the NSI Aboriginal Youth Pilot Project – was launched in 2005, and NSI has re-branded it under the “New Voices” name.

What is the format of the program?

Once participants are selected, the program runs for 14 weeks, in two phases.

Phase one - Skills training (six weeks):

Skills training will include workshops and seminars that offer career information covering key employment areas in the film and television industry. Topics covered will include the process of storytelling through film and television script development, story arcs, story development, writing styles for television and film, script formats, industry terminology and job positions. Will also include business related areas of producing, financing and marketing.

Phase two – Work placement (eight weeks):

Participants who successfully complete phase one will graduate to the Work Experience Internship Placement. For eight weeks, participants will be placed as interns with broadcasters and independent production companies.

If I'm selected for the program, will I get paid?

Yes, you will receive minimum wage earnings throughout the training program.

What do I have to commit to the program?

You will be expected to attend all sessions and workshops and participate fully in all activities. By applying, you are agreeing to meet deadlines identified for you under the program, including during the internship. You are going to be busy. If you don't think you can commit the time, please apply when you know you can.

Am I eligible to apply?

You can apply if you fit **all** of the following criteria:

- **You must** be an Aboriginal person who is a North American Indian or a member of a First Nation, Métis or Inuit. North American Indians or members of a First Nation include status, treaty or registered Indians, as well as non-status and non-registered Indians.
- **You must** be a Canadian citizen or landed immigrant, reside in Winnipeg during the training and be between the ages of 18 and 35 years.
- **You must NOT** participate in any other training program that would conflict with your ability to commit to NSI New Voices.
- **You must** have industry experience and/or work experience in a related field. This can include working for a school/college or local newspaper and/or radio station, acting in a school/college or community theatre production, making a short film or other audio-visual project at school/college or in your own time) and/or post-secondary education.

The selection process shall be made in consultation with Aboriginal industry representatives.

How do I apply?

Only complete applications will be considered. This means that you must fill out ALL sections of the application form in full and must include ALL the documents listed below. Your application will be immediately disqualified if any of the sections are incomplete or missing. **Please check all copies of your application very carefully before you send it to us.**

- **Resume** clearly stating your post-secondary education and/or industry experience and/or work experience in a related field.
- A **short paragraph** describing what you are hoping to gain by participating in NSI New Voices.
- A **brief paragraph** outlining your area of interest in the film and television industry.
- **Letter** of support or reference.
- One complete **photocopy** of the application **and** supporting materials along with all **originals**.
- \$25 (\$5 for underemployed applicants) non-refundable entry fee - make your **cheque or money order** payable to the National Screen Institute - Canada. **Please do not send cash in the mail.**

How will the participants be selected?

The NSI New Voices co-managers, in consultation with Aboriginal industry representatives, will select up to 12 participants. The selections will be based on each candidate's strength, suitability and experience related to the film and television industry and a firm resolve to commit the required time to fully participate in the program.

When will I know if I have been selected?

Successful candidates will be notified by **May 19, 2006**. Only successful candidates will be contacted by phone. Unsuccessful applicants will be notified by mail.

When does the program start?

The program begins May 23, 2006 and runs for 14 weeks. Participants are expected to dedicate maximum efforts during that period.

Who are the NSI New Voices Program Managers?

Lisa Meeches brings 20 years of experience to this position. She is an Executive Producer and the President of Eagle Vision Inc. and Meeches Video Productions, two Winnipeg-based production companies. She has executive produced many well-known programs including *The Sharing Circle* and *Tipi Tales*.

Melissa Kajpust is an award-winning writer, has worked as a writer and director for both film and television, and has led workshops and courses for Film Training Manitoba, Red River College Continuing Education and the Manitoba Institute for Gifted Students.

What is the relationship between NSI and the successful applicants?

The relationship between the applicant and NSI shall not be deemed to constitute a partnership or joint venture. The applicant shall not have the right to incur any debts nor to make any commitment of or on behalf of NSI.

Can I submit my application by fax or email?

No. All applications must be mailed, couriered or hand-delivered to the NSI office.

Where do I send my application?

Complete applications (forms, support materials and application fee) should be mailed/couriered to:

NSI New Voices
National Screen Institute - Canada
206-70 Arthur Street
Winnipeg, Manitoba R3B 1G7

NSI must receive your application by May 12, 2006, 4:30 p.m. Central Time. No extensions.

I have more questions. Who do I call?

Email your question (remember to tell us how to reach you) to aboriginal@nsi-canada.ca with "NSI New Voices question" in the subject line. Our NSI New Voices Coordinator will answer your question.

Or call us at (204) 956-7800 or (800) 952-9307 and ask to speak to the NSI New Voices Coordinator or Program Manager.