



## FRAME Mentoring 2023

### Conditions of applications & admission

#### FRAME

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Since 2010, INA organises the annual training programme [FRAME](#) in partnership with [FIAT/IFTA](#) (International Federation of Television Archives) and [EBU Academy](#) (European Broadcasting Union). FRAME is co-funded by the Creative Europe – MEDIA programme of the European Union.

The FRAME training programme covers each step of the audiovisual archives management process - from its preservation, digitisation, documentation, to its access, reuse and promotion – in all respects: legal, ecological, technical, technological, business, educative, or creative.

FRAME is dedicated to the international community of professionals working in the field of audiovisual heritage. The training sessions are designed for professionals involved in the management and use of archives whatever their level of knowledge and skills, whether they work for media organizations, broadcasters, film archives, galleries, libraries, patrimonial institutions, production companies, etc.

FRAME consists in 5 training actions, which cover each step of the audiovisual archival content management process:

- **FRAME Basics:** an online 6-half-days training session delivering fundamental knowledge and skills necessary for professionals who manage audiovisual content, from its preservation to its reuse. FRAME Basics is addressed in priority to professionals with less experience and/or needs to acquire fundamentals.
- **FRAME Advanced:** an onsite 5-days training session focused on the latest innovative practices of the audiovisual heritage sector, and declined in a Tech or Access theme. FRAME Advanced is open to all professionals, and in priority to experienced and trained ones.
- **FRAME Mentoring:** a 6-months mentoring programme addressed to young professionals to support them in their career path development or to implement their project.
- **FRAME Expert:** a half-day workshop organised as part of the FIAT/IFTA World Conference, gathering the community of international professionals around shared questions and current issues of the audiovisual heritage sector.
- **FRAME digital training platform** made of multilingual (French, English, Spanish) e-learning modules and digital pedagogical material and resources (video, bibliography, etc.)

#### FRAME Mentoring 2023

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The FRAME Mentoring programme, part of the FRAME training programme, 2023, will consist in a professional immersion in a European audiovisual organisation, a remote support by a dedicated mentor from the hosting organisation and/or European experts, and an accreditation to the 2022 FIAT/IFTA World Conference. Two junior professionals will be selected.

## FORMAT

Dates: Between June and December 2023, the exact schedule of the activities will be determined in agreement with the mentees and mentors.

6 months support: 2 online meetings per month

Professional immersion: 2 weeks of immersion in the mentor's organisation.

FIAT/IFTA World Conference: Participation in the 2023 FIAT/IFTA World Conference, which will be organised in Locarno, Switzerland, on 17-20 October 2023.

## ELIGIBLE APPLICANTS

FRAME Mentoring is dedicated to all junior professionals in the audiovisual archives field:

- With less than 5 years of experience in the same or similar position,
- From any field of activity,
- Whatever their nationality,
- Regardless of their age.

## APPLICATION PROCESS

To apply to FRAME Mentoring 2023, candidates **have to fill out the application form** to present their professional and training background, their professional project, the reasons why they would like to attend the mentoring session. In addition, applicants **must send their Curriculum Vitae (CV) or resume with a support letter** signed by a manager, and commit themselves to be available for the planned actions.

## SELECTION PROCESS

The selection of participants is made by the selection committee, composed of FRAME pedagogical and management teams. All applicants are notified by email of the selection results. The non-selected applicants are kept and ranked in a waiting list.

**Only the fully complete applications (with filled form, CV and support letter) will be considered.**

## SELECTION CRITERIA

**The selection will be made according to the motivation and profile of the candidate Candidate's:**

- The applicant's professional profile
- The applicant's training and professional background
- The applicant's professional project
- The applicant's motivations to attend the mentoring session
- The applicant's level of English (which must be sufficient to exchange with the tutors and write a report)
- The applicant's will to reuse and share the knowledge acquired during the mentoring session
- The gender balance among participants

## TUITION FEES & SCHOLARSHIPS

The registration fees for FRAME Mentoring is fully covered by the programme.

It also covers:

- For the two weeks of immersion:
  - o Travel fees
  - o Accommodation costs for 12 nights
  - o Weekdays lunches
- For the FIAT/IFTA World Conference
  - o Travel fees
  - o Accommodation costs for 3 nights
  - o Accreditation fees

## COMMITMENT OF THE CANDIDATE

The selected candidates commit:

- To be available for all the actions planned by the program, in particular for the two weeks of immersion in the tutor's institution and the FIAT/IFTA World Conference,
- To write and provide a mentoring report within one month of the last mentoring action, which includes:
  - o Online meetings minutes,
  - o An immersion report,
  - o A FIAT/IFTA World conference report,
  - o Details on the evolution of the candidate's project
  - o Etc.
- To provide all the necessary documents requested for the coverage of above fees:
  - o Proofs of payments / receipts
  - o Boarding pass
  - o Etc.

## CALENDAR

DATES	
January 16	Opening of the call for applications for FRAME Mentoring 2023
March 15	Deadline to apply to FRAME Mentoring 2023
By end of March	Notification to applicants
May	Matching of mentees and mentors, planning of the mentoring programme
June 1 <sup>st</sup>	Starting of the 6-month mentoring programme
October 17-20	FIAT/IFTA World Conference in Locarno, Switzerland
October or November	2-week professional immersion in the mentor's organisation
December 31	End of the Mentoring programme
December 31	Deadline for the transmission of the participant's report

This calendar is provided for information only and may be modified by the organiser.

If you have any question, please contact us: [frame@ina.fr](mailto:frame@ina.fr)