



FACT

GALLERY CINEMA

**Young Film Programmer Trainee
Traineeship Pack**

**WELCOME
TO FACT**



Exhibitions
Films
Events

Café • Bakeshop

**FREE
ENTRY**



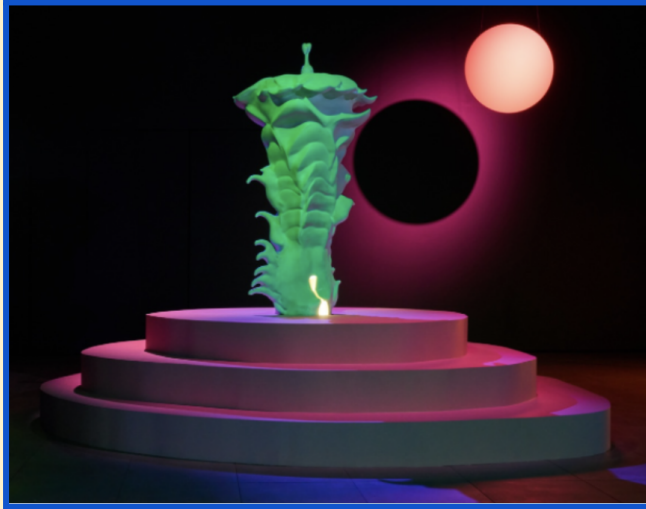


Image of Rebeca Romero, *Chrysalis* (2024) in *Cosmotechnics* (2024) | Nina Davies, *MEET ME IN THE DIGITAL TWIN* (2025). Photos: Rob Battersby

FACT Liverpool is a world-leading centre for art, film and the creative use of technology. We champion new ideas and experiences, nurturing the next generation of voices and visionaries to create a world of possibilities.

The FACT centre houses three art galleries, three cinema screens, an events/screening space, a lab for talent development and learning, a cafe, and a bar. We present a vibrant programme of contemporary art that embraces new technology and explores digital culture.

Mission: to enrich lives and shape the future through Film, Art and Creative Technology

Vision: a world of possibilities

FACT is a world-leading centre for art, film and the creative use of technology. From our Liverpool home, we champion new ideas and experiences, nurturing the next generation of voices and visionaries to create a world of possibilities.

Offer: transformative experiences at the heart of the city

The locally-loved centre for contemporary art, film and technology. We are a friendly, social space, working with artists and people to create transformative experiences that spark the imagination and enrich lives.

Purpose: making sense of the world today

A centre for new stories and visions, providing platforms and opportunities for people to create, listen, interact, and make sense of the world today.

 [FACT Highlights: Film, Art and Creative Technology in Liverpool](#) - youtube video



Image of Christopher Kulendran Thomas, *Peace Core* (2024) | LuYang, *Arcade* (2023). Photos: Rob Battersby

👍 Our Values

Friendly → We are warm and welcoming, a social space for people, conversations and interaction

Curious → We encourage people to be curious, to question, experience new things and to find out more about the world around them

Transformative → We champion radical visions, diverse voices and are open to new ideas

Responsive → We are responsive to others and their communities, recognising our power to create and share positive change

👤 Team

We are a friendly hard-working team of 45 staff from differing backgrounds and experience levels, who share a passion for film, art and technology. As a place where people, art and technology meet, we value all those who are part of and share our story - the staff, the artists, and our visitors. FACT Liverpool is structured into teams who work collectively to deliver memorable experiences for our audiences:

- ❖ Director's Office
- ❖ Programme: Exhibitions, Learning and Studio/Lab
- ❖ Marketing and Communications
- ❖ Development
- ❖ Operations: Visitor Services, Finance and Cleaning



Image of Jenkin Van Zyl exhibition, Surrender (2023) | Bassam Issa Al-Sabah The mission is the end, The end is all I want! (2025). Photos: Rob Battersby

🙏 **Everyone is Welcome**

FACT Liverpool celebrates diversity in the workplace and welcomes applications from people of all backgrounds. We particularly encourage applications from individuals who identify as being/from the: Black, Asian or Global Ethnic Majority heritage, D/deaf, Disabled, Neurodivergent, differently-abled, LGBTQIA+ community, are from lower socio-economic backgrounds and/or have lived experience of racism and/or ableism.

FACT welcomes bringing the whole person to work, and we understand that each of us brings our experiences and our own uniqueness to what we do. Supporting our FACT team means they are not appointed to represent specific groups. You can read our policy for Equality, Diversity and Inclusion on our website →

www.fact.co.uk/edi

♿️🧠👁️👂 **Disability Confident**

FACT Liverpool is proud to be a disability confident employer and commit to:

- ❖ ensure our recruitment process is inclusive and accessible
- ❖ communicating and promoting vacancies
- ❖ offering an interview to disabled people who declare they have a disability and who meet the minimum criteria for the job
- ❖ anticipating and providing reasonable adjustments as required
- ❖ supporting any existing employee who acquires a disability or long term health condition, enabling them to stay in work
- ❖ at least one activity that will make a difference for disabled people



All candidates will be asked if they wish to declare a disability on the application form for a vacancy at FACT Liverpool. You can read our Disability Confident Commitments in more detail on our website → www.fact.co.uk/disabilityconfident

 FACT Liverpool is not licensed to sponsor work VISAs. Applicants will need to have the Right to Work in the UK at the time of applying for a job opportunity.

Environmental Sustainability

We are committed to reducing our carbon footprint through;

- Defining FACT's carbon footprint
- Measuring and calculating
- Targeted goals to reduce

Intro to the Young Film Programmer traineeship

FACT has been working to build younger audiences for cinema, and supporting more young people to enter the industry. *Stashed* is FACT's film programme curated by a focus group of young programmers that takes place at FACT on the second Wednesday of each month. The focus of *Stashed* is to develop an audience of young film goers who can directly inform and shape the programme as it evolves.

We have created a traineeship opportunity for a young person aged between 18 to 25 years old, who is knowledgeable and passionate about film and keen to develop the skills needed to guide the curation of film programming for younger audiences and to facilitate and grow the focus group that shapes this programme at FACT.



FACT Liverpool cares about diversity in the workplace and across the sector. We are proud to be a Disability Confident Employer. In line with our Equality, Diversity, Inclusion and Access commitments, this traineeship is offered as a positive action initiative, aimed at supporting young people, who identify with certain protected characteristics that are underrepresented within our workforce. We encourage applications from any young person aged 18 to 25 years old, who may also have Black, Asian or Global Ethnic Majority heritage, identify as D/deaf, disabled, LGBTQIA+, and/or who are from lower socio-economic backgrounds.

As a Young Film Programmer trainee, we will equip you with the skills to develop your own film curating practice as well as learning to facilitate groups of young people, enabling them to put on film events for a peer audience. You will assist the Film Programmer and Venue Hires Manager to establish partnerships with key organisations to support the development of a young film audience focussing on those aged between 15 years and 25 years old.

Stashed and the Young Film Programmer Trainee have been supported by Film Hub North with National Lottery funding on behalf of the BFI Film Audience Network.

What's included in the traineeship

Throughout the traineeship, FACT will provide a structured progression pathway, offering an introduction to film programming, training in group facilitation including safeguarding and duty of care when working with young people and support for a future career in cinema. The trainee will gain hands-on experience by shadowing and assisting our Film Programmer and Venue Hires Manager, actively contributing to the programming and delivery of film screenings via the facilitation of the young film programmers focus group while also accessing networking opportunities. There will be opportunities to work with our Marketing and Communications team to think about branding, promotion and merchandising. There will also be regular evaluation sessions scheduled to assess progress as we feel that this traineeship can provide the first step on the pathway to film programming and marketing audience development opportunities.

The trainee will receive mentorship from our industry-experienced Film Programmer and Venue Hires Manager, along with tailored training opportunities to support their development throughout the programme.

A key focus of the traineeship will be engaging younger audiences by facilitating the young film programmers focus group who in turn, curate a programme specifically



designed for them, the aforementioned younger audiences. The trainee will lead and guide the group, assisting them in the project management of *Stashed*, hosted at FACT, which will include:

- Growing the young audience network
- Leading a Young Film Programmers Focus Group to gain peer-to-peer feedback on the film programme
- Steering, helping to devise and manage any augmentation to the programme
- Serving as a main point of contact, coordinating and communicating with internal teams and external partners such as film distributors
- Managing licensing and contracts
- Managing the procurement of external goods and services as required, including technical support, freelance staff, promotional materials, etc
- Accurately maintaining minutes from focus group meetings and conversations/meetings with internal and external stakeholders
- Working on audience development with the FACT Marketing team. Collaborating with the FACT Learning team during the evaluation process and with the cohort BFI Film Academy participants and liaising with the FACT Visitor Services team on matters of public attendance
- Assisting with the maintenance of a spreadsheet that records accurately all income and invoices
- Coordinating all relevant paperwork and partner contracts

Before completing the traineeship, you will receive an exit interview with the Film Programmer and Venue Hires Manager and CV and cover letter writing support from our HR team to help you take the next step in your career.

The above should not be regarded as exhaustive or inclusive as there may be other duties associated with the job that FACT Liverpool will require the post holder to perform.

Who are we looking for

Are you passionate about film and keen to develop the skills to oversee the curation of a monthly film strand with a group of young people at FACT that engages young audiences?

We welcome applications from young people aged 18 to 25 years, valuing transferable skills and a willingness to learn. No prior experience in an arts organisation is required - just a strong knowledge of and enthusiasm for film!

Essential skills and experience - or willingness to learn

- Passionate about cinema with an extensive knowledge of film, including FACT's young people's programme, Stashed.
- Strong communication skills both via email and face-to-face, when engaging with audiences, peer groups and partner organisations
- Facilitation (experience or working with) of groups of young people (aged 18 to 25)
- Project management
- Has an understanding of marketing campaigns
- Strategic thinking (around the development of the programme)
- Has an understanding of underrepresented groups
- Based in the North West of England or North Wales
- Aged between 18 to 25 years old
- Organised, with the ability to plan ahead and meet tight deadlines
- Reliable timekeeping for work shifts and events
- Willingness to develop networking skills
- Ability to work in a diverse environment with people from all backgrounds and at all levels within an organisation
- Able to engage in self-study as part of training

Desirable skills

- An awareness of the current film exhibition landscape
- Functional maths skills to support budgeting for events
- Motivation and a positive attitude to taking on tasks
- Ability to remain calm under pressure
- Awareness of safeguarding and working with vulnerable people
- Comfortable using Google applications



Job Details

Job Title:	Young Film Programmer Trainee
Department:	Film Programmer and Venue Hires Manager
Reporting to:	Programme - FACT Film
Location:	FACT Liverpool, 88 Wood Street, Liverpool L1 4DQ
Salary:	£12.71 per hour
Hours of work:	14 hours per week , typically worked on Tuesdays and Wednesdays (0.40 FTE) . Some flexibility will be required to meet business needs, including occasional evening and weekend work. Hours can be adjusted to accommodate this
Holiday entitlement:	31 days in a full holiday year (pro rata), including bank holidays to rise to 33 days after two years' service
Contract:	Fixed term contract for 15 months
Probation:	This post is subject to a one-month probationary period
DBS check:	This opportunity will involve the potential for work with vulnerable young people and adults. The candidate will require Disclosures and Barring Service check - FACT will pay for this
Key application dates:	Application deadline: Thursday, 16 July 2026, 23:59 Meet & greet week starting: 20 July 2026 Start date: 18 August 2026
How to apply:	To apply, complete the following two forms; ● Application Form ● Anonymous Equal Opportunities Survey

If you require any adjustments during the application or interview process, please contact: recruitment@fact.co.uk