

Below-the-line (BTL) Crew Capacity Program – Skills Development Plan

The skills development plan is to be jointly developed by the production company, mentor and Participant. This plan will help set clear expectations, support the attachment or mentorship and help achieve the best possible outcomes.

The completed plan should be emailed to Screenwest within 1 week of the attachment or mentorship start date. Email your completed plan to funding@screenwest.com.au.

For the purposes of the BTL Crew Capacity Program the:

- Mentor is the person who will advise, train, guide or support the participant.
- Participant is the person undertaking the attachment or who will be mentored.

Production Company Details

Production company name: _____

Production title: _____

Participant's name: _____

Participant's role: _____

Mentor's name: _____

Mentor's job title: _____

Start and end dates: _____ to _____

Agreed Tasks and Responsibilities

List the tasks and responsibilities the participant will undertake. Include opportunities to observe or learn from others e.g. attending a cost report meeting.

Expected Outcomes

List the skills, knowledge and experience the participant is expected to gain from the attachment or mentorship.

The above skills development plan has been jointly developed and agreed upon by the production company, mentor and participant.

Production company signature:

Date:

Mentor signature:

Date:

Participant signature:

Date:

Contact the Team

Contact the team listed [here](#), or by emailing funding@screenwest.com.au

Phone: +61 8 6169 2100

Toll free for WA regional callers only: 1800 463 043

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Screenwest sincerely thanks all its valued partners for their committed and ongoing support of our organisation and the Western Australian screen industry.

This program is supported by

