

# BROADCAST PRODUCTION ASSISTANT

## LEVEL 3

### APPRENTICESHIP STANDARD

#### HOW LONG DOES IT TAKE?

The expected duration of the programme is

**14 months**

#### WHO WILL THIS PROGRAMME BENEFIT?

Working as part of a production team, a broadcast production assistant provides support and assistance to editorial or technical colleagues to ensure the smooth delivery of content for TV or Radio productions (programmes).

They may be involved in developing programme ideas, supporting the pitching of these new ideas and then working as part of a production team to develop and deliver these. Broadcast Production Assistants may plan projects or events, manage guests, and obtain and manage resources, including finance. They may also need to assist production colleagues in technical support and operational areas such as camera, lighting, sound and editing.

#### WHAT DOES THE CONTENT LOOK LIKE?

- ▶ Production planning/commissioning/research
- ▶ Production development including pitching
- ▶ Industry awareness and organisational principles and working practices
- ▶ Content creation – audio and visual
- ▶ Editing and post production
- ▶ Briefs and creative solutions, presentations and feedback
- ▶ Technical support, using radio and TV tools and equipment

#### WHAT DOES IT INVOLVE?

The programme will be 'built to fit' each client's needs, and will typically involve:

- ▶ Monthly workshops with our industry-expert Bauer Academy tutors
- ▶ Self-guided learning via our online platform – Apprentix with extensive learning resources mapped to the programme
- ▶ Regular assignments that focus on developing hands-on skills
- ▶ Monthly and quarterly 1:1 professional coaching visits with an Academy Development Coach

#### ASSESSMENT AND QUALIFICATIONS ACHIEVED

Ongoing assessment will take place throughout the programme and will be evidenced via reflective logs. End Point Assessment will comprise a research project, professional discussion and set test exercise. Successful completion will lead to delegates being awarded the Level 3 Broadcast production assistant Certificate.

Delegates will be supported by our expert tutors and coaches every step of the way.

