



Charity Start Up of the Year 2016  
Outstanding Dementia Care Product of the Year 2016

### **Freelance Filmmaker – Job description**

**Job Title:** Freelance Filmmaker  
**Pay:** £750 per film plus reasonable expenses as agreed with manager  
**Location:** Greater London  
**Reports to:** Project Manager and CEO  
**Start date:** ASAP

My Life Films is an award winning charity that uses filmmaking to improve the lives of people living with dementia. In 2016 we won the Charity Start-up of the Year Award and the Outstanding Dementia Care Product of the Year Award for our film package, which celebrates the life of someone living with dementia. For more information about the work that we do, please look at our website: [www.mylifefilms.org](http://www.mylifefilms.org)

#### **Key skills**

- Great communication skills, friendly, empathetic and patient - able to be flexible and adaptable to others' needs and work respectfully with people with dementia.
- Able to conduct interviews with a person with dementia and their friends/family (additional training provided by us).
- Have your own camera, microphone, scanning, editing and DVD making equipment and be confident and competent in using it.
- Full, clean drivers license and car desirable.

Each film may take up to six weeks from start to finish but will in average comprise of 3 days of production plus the time needed for the edit. Our existing filmmakers work on several films at the same time and still pursue other freelance work.

#### **Services will comprise:**

- Securing signature of the Production Agreement by the Protagonist (if they have capacity) or an immediate family member responsible for their care;
- Researching the life of the Protagonist through meeting them and their family;
- Scanning all relevant images and copying relevant moving images material or sound from the Protagonist's private photo archive;
- Interviewing and filming the Protagonist and family members and friends;
- Writing a storyboard for the Films and organising the material;



Charity Start Up of the Year 2016  
Outstanding Dementia Care Product of the Year 2016

- Editing the Life Story consisting of private material, interviews and music tracks;
- Editing, writing the script and voice over the Short Film, consisting of private material and music tracks;
- Delivering the completed Films to the Protagonist by way of a private premiere;
- Undertaking of any minor changes the Protagonist may request;
- Producing and delivering 5 DVDs of the Films for the Protagonist;
- Assisting the Protagonist to upload the Films onto the internet for private use only;
- Completing required documents for MLF including music cue sheet.

My Life Films also needs filmmakers for the trading arm it has launched recently selling marketing films to other charities and businesses.

If you would like to apply. Please contact Jo Foster, Project Manager with a cover letter, showreel and CV at [jo@mylifefilms.org](mailto:jo@mylifefilms.org)