

Access Coordinator Continued Professional Development Programme (Online)

Are you already working as an Access Coordinator in the creative sector but haven't had AC training in the screen industries?

We are inviting **6 experienced Access Coordinators** to join a new **Continued Professional Development (CPD) programme** designed to develop those **already working in the role of AC** in television.

This is not a full Access Coordinator training course.

It is a **professional development opportunity** for practitioners who are currently working as ACs and want to strengthen, formalise and expand their skills in the television industry.

The course is funded by ScreenSkills High-end TV Skills Fund, **with contributions from UK high-end TV productions**, and is being delivered by TripleC.

The **deadline for applications is Monday 1st June at 11.59pm.**

Who We're Looking For

We particularly encourage applications from Access Coordinators who are based in:

- Wales
- Northern Ireland
- The Midlands
- The North East
- Bristol / South West England

Applications from other regions are welcome, however, **applications from the above regions will be prioritised** to upskill working Access

Coordinators in geographical areas where they are currently under-represented.

Eligibility Criteria

If you are **based in one** of the targeted regions:

- TV credits are beneficial, but not essential.
- We will consider applicants with **at least 3 years' experience working in access roles in other fields.**

If you are **based outside** the targeted regions:

- You must have **at least 2 TV credits** working as an Access Coordinator on television productions.

This opportunity is aimed at deaf, disabled and/or neurodivergent people who are **already working as Access Coordinators**, but who have not yet had access to structured professional training. Access Coordinators who have been trained from the ScreenSkills-funded AC programme will also be in attendance during the course delivery.

What the CPD Programme Will Cover

This online CPD programme will focus on strengthening and clarifying your practice as an Access Coordinator, including:

- **Wellbeing:** supporting others while protecting your own wellbeing
- **Understanding the boundaries of the AC role:** Understanding where the boundaries of the role end and where you should work with other departments rather than assuming responsibility
- **HR and Health & Safety:** Understanding the work that these departments do and where you should pass on concerns to these departments

- **Safeguarding responsibilities**
- **Management Skills and Dealing with Conflict**
- **Freelance skills**, including:
 - CV development
 - Negotiating contracts
 - Finding work as a freelancer
- **Networking opportunities** with other working ACs and industry guests.

The programme is designed to build confidence, clarity and sustainability within your existing career as an Access Coordinator and has been developed based on feedback from both working ACs and industry professionals. There will also be online training modules that need to be completed prior to the course delivery.

How to Apply

To apply for a place, please complete this [form](#) and send a CV of your work to date to: applications.triplec@gmail.com

If Google Forms are not accessible to you, you are also welcome to apply via email or video application in English or BSL. To apply via email or video, please send your applications to:

applications.triplec@gmail.com

Your application should include:

- Your name and contact details
- Do you identify as deaf, disabled and/or neurodivergent?
- Your region/location (this should be **where you are genuinely based, NOT where you are happy to travel to**)

- A short statement outlining your experience as an Access Coordinator (or in access work, if applying from a targeted region)
- Why you would like to take part in the programme
- Provide two references (include their names, email addresses and their roles)
- Please also attach your CV, outlining your relevant credits and experience.

We are particularly keen to reach Access Coordinators who are based in **Wales, Northern Ireland, the Midlands, the North East and Bristol/South West**, and encourage you to share this opportunity within your networks.

After our team have considered all of the applications, we will invite a shortlist of applicants to interview. We will be in touch with all applicants to let you know the outcome of your application.

We look forward to hearing from you,

The TripleC Team