

# INTERNATIONAL CREATIVE ENTREPRENEURS

## Guidelines

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The closing date for receipt of applications is  
**21 September 2012 at 5pm**

International Creative Entrepreneurs (ICE) are funded by Creative Scotland as part of ‘Creative Futures’.

### **Creative Scotland**

Creative Scotland’s ‘Creative Futures’ is an ambitious programme of residencies and related activities designed to promote the professional development, vision, connectivity and ambitions of Scotland’s creative practitioners and organisations.

Structured around key themes, and supported by independent evaluation, online networking and cross-programme events, Creative Futures will develop a powerful and coherent narrative for investment in individuals. With between 100 and 200 individual participants annually, it is the largest co-ordinated residency programme in Europe, and includes residencies that are single discipline, interdisciplinary, cross sectoral and international.

Additional information about Creative Scotland and ‘Creative Futures’ is available [here](#).

International Creative Entrepreneurs are delivered by Nicola Turner of NT Creative Arts Ltd., with support from Trigger and Shift. Similar awards – International Placements for Creative Entrepreneurs have been previously funded by the Cultural Leadership Programme and delivered by the Southbank Centre and British Council.

Creative Scotland and NT Creative Arts Ltd. are committed to facilitating access to the arts, screen and creative industries for everyone in Scotland to overcome physical, intellectual, attitudinal, financial and cultural barriers to access to the arts, whether as an audience member or as a creative professional.

This development opportunity is aimed at individuals who want to build on their track record in leadership and entrepreneurship in the international arena. We want to find and support innovative individuals with self-awareness of their leadership capacity.

The opportunity is aimed at emerging and mid-career leaders working professionally across the creative sectors, including the arts, screen and the creative sectors. For the purposes of this application process the definition of these sectors is as defined in Creative Scotland's [Corporate Plan](#). We welcome applicants who are working across sectors within or including the cultural and creative industries. If you are in any doubt about whether your discipline or industry is eligible please submit an application.

The core elements of the opportunity will be a fully funded three month international placement within a creative business or organisation that is either a social enterprise or driven by a profit imperative. The placement will allow the participant to access the leadership of the business at all levels to achieve an overview of the cultural and strategic operating context. This will be balanced by hands-on project work and exposure to different business models.

Host businesses are already identified and a suitable match will be found on successful application. Host businesses/organisations will be in one of the following countries: Australia, Brazil, China, India, South Korea, South Africa, Taiwan, Turkey. Additional opportunities may be made available at the matching stage.

Mentors will be matched with participants on successful application. The participant will be expected to identify and achieve development goals and improve their leadership and entrepreneurship skills and understanding and to evaluate these against defined aims and objectives. Mentors will help with the facilitation of this learning and offer support throughout the duration of the opportunity. Participants will be further supported through an Action Learning Set with their ICE peers, facilitated by Action Learning Associates, in person and virtually for four sessions.

The matching process with international hosts will take place post selection and will be complete by November 2012. Matching will be based on application, interview and post offer 1:1 conversations throughout and on completion of their placement. Participants will be required to complete their placement before the end of September 2013. Participants will be required to contribute to an evaluation process throughout their placement.

There are five opportunities to apply for and applicants may apply for a grant up to £15,500 to facilitate the opportunity. Mentoring costs are not expected to come from the amount applied for. If translation services are required this cost is not expected to come from the amount applied for.

**Closing date for applications is: 21 September 2012 at 5pm**

The Application Form is online at [www.internationalcreativeentrepreneurs.com/apply](http://www.internationalcreativeentrepreneurs.com/apply)

**Applicants need to meet the following eligibility criteria**

To be eligible you must be:

- An individual working at a professional level in the arts, screen and creative industries.
- An individual who is based in Scotland. By this we mean that you must have your principal home in Scotland, as opposed to having a residence in Scotland which is used on an occasional basis, however regularly, or for whatever purpose.
- Able to complete the international placement before the end of September 2013. If you are employed please ensure you have the support of your employer to undertake the placement. If you work independently please ensure you have arrangements in place so that you can return to your practice or freelance work.
- Able to attend a two-day induction on 14 and 15 November 2012.
- Over 18 years of age.
- In possession of an operating UK bank account and passport (this should be available in advance of accepting a placement) and be eligible for a visa for at least two of the countries specified.

For additional information on Creative Scotland eligibility download:

[www.creativescotland.com/investment/help/individualeligibility](http://www.creativescotland.com/investment/help/individualeligibility)

Please note that this document is for Creative Scotland's wider investment process.

You are not eligible if you are:

- An individual who is not based in Scotland other than in exceptional circumstances where there is benefit to the people of Scotland.
- A student in full-time formal education (*ie* 16 hours or more per week) in October 2012. Applications may be considered from individuals who are working at a professional level within the arts and film sector undertaking a part-time course of study.

We are looking for individuals who can demonstrate evidence to indicate they meet the following person specification:

- Ability to initiate activity and forge new pathways
- Ability to assess and take risks
- Ability to manage large amounts of information
- Ability to reflect on your experience\*
- Evidence of enriching your field and generating or maximising value
- Commitment to self-development
- Evidence of commitment to diversity, internationalism and equal opportunities
- Evidence of change management skills
- Evidence of investigative skills and progressive thinking
- High level of interpersonal skills\*
- Evidence of leadership either in practice or through an organisation/freelance work
- Evidence of team working
- Evidence of motivation
- Understanding of networking
- Understanding of problem solving

Applicants will be asked to consider this specification when completing an application. In the Application Form applicants will be asked to identify which two of the following criteria they currently struggle to meet.

\* These marked criteria do not need to be addressed in the application form, for those candidates invited to an interview they will be assessed at that stage.

For this application to be considered you must:

- Complete the Application Form adhering to the word counts shown in brackets at the end of each question.
- Attach a CV (no more than 2 sides of A4, 12pt font).
- Submit the application before the closing date, which is 21 September 2012 by 5pm. No allowances will be made for delay in postal service or electronic communications.
- OPTIONAL – please also submit the Equal Opportunities Monitoring Form.

Applications can be filled out and submitted online: [www.internationalcreativeentrepreneurs.com/apply](http://www.internationalcreativeentrepreneurs.com/apply)

Alternatively, you can download the form and send it by email to: [applicationsice@googlemail.com](mailto:applicationsice@googlemail.com)

Applications can be sent by post to: ICE Applications, NT Creative Arts Ltd, 38 Union Street EN5 4HZ

Applications submitted electronically will be acknowledged by email within 24 hours.

Applications submitted in hard copy will be acknowledged within 5 working days.

If you experience technical problems submitting your application or have technical questions you may email [applicationsice@gmail.com](mailto:applicationsice@gmail.com) for assistance. We will not be able to offer any assistance in completing the application.

All applications received by the deadline will go through a short-listing process supported by a group of external individuals.

Applications will be considered against the eligibility criteria and person specification. Successful candidates will be those who in the judgement of the selection group best meet the criteria and will make best use of the opportunity. Shortlisted candidates will be invited to an interview at Creative Scotland.

Candidates invited to an interview will be notified by telephone then email by 3 October 2012.

Candidates who have not been shortlisted will be notified by email by 5 October 2012.

Interviews will take place on 17 and 18 October 2012.

Successful and unsuccessful candidates will be notified by email no later than 22 October 2012.

Feedback will only be offered to those candidates invited for interview.

**When does the application have to be submitted?**

Applications must be received by 21 September 2012 at 5pm. They should be filled out and submitted online, or downloaded and sent by email to: [applicationsice@googlemail.com](mailto:applicationsice@googlemail.com).

You can also post your application to: ICE Applications, NT Creative Arts Ltd, 38 Union Street EN5 4HZ

**If I experience a technical difficulty in submitting my application what should I do?**

For assistance with technical difficulties you may send an inquiry by email to:

[applicationsice@googlemail.com](mailto:applicationsice@googlemail.com) However, no advice will be given to you to complete your application.

**Who is eligible for this opportunity?**

To be eligible you must be:

- An individual working at a professional level in the arts, screen and creative industries.
- An individual who is based in Scotland other than in exceptional circumstances where there is benefit to the people of Scotland. By this we mean that you must have your principal home in Scotland, as opposed to having a residence in Scotland which is used on an occasional basis, however regularly, or for whatever purpose.
- Able to complete the international placement before the end of September 2013. If you are employed please ensure you have the support of your employer to undertake the placement. If you work independently please ensure you have arrangements in place so that you can return to your practice or freelance work.
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You are not eligible if you are:

- An individual who is not based in Scotland other than in exceptional circumstances where there is benefit to the people of Scotland.
- A student in full-time formal education (ie 16 hours or more per week) in November 2012. Applications may be considered from individuals who are working at a professional level within the arts and film sector undertaking a part-time course of study.

**How will the decision on my application be reached?**

The process for considering applications is available on page 6 of this application pack.

**If I cannot understand or complete any part of the application form what should I do?**

Please make your best effort at responding to questions and completing the application form.

If you are unable to answer any part of the form leave it blank.

**How many placements are there?**

We are aiming to make five.

**How many applications do you anticipate receiving?**

This is an open application process so we have no way of knowing how many applications will be received.

**What are the age limits for this opportunity?**

As the target audience is emerging to mid-career leaders we anticipate that participants will be in the 25 – 50 years age group. However, the lower age limit is 18 and there is no upper age limit.

**Can I apply if I live outside of Scotland?**

You may apply but only in exceptional circumstances where there is benefit to the people of Scotland.

**How much can I apply for?**

You should apply for the amount you need. The maximum value of the grant will be £15,500.

**When will I hear the result of my application?**

Electronic applications will be acknowledged by email receipt within 24 hours of submission.

If you are short-listed for interview you will be notified by phone then email by 3 October 2012.

If you are unsuccessful you will be notified by email by no later than 5 October 2012.

**May I contact anyone for assistance in completing the application form?**

No, we are not offering this service so please make your best effort to complete the form.

**May I contact anyone for feedback on my application?**

If you are unsuccessful we will not be able to offer you feedback.

If you attend an interview whether you are successful or unsuccessful we will offer you feedback.

**Why have these countries been selected?**

These countries have been selected because there are a number of interesting initiatives within the creative industries sector in progress. They offer a range of alternative business and leadership models and options for participants. We have contacts in these countries that have met certain standards and are able to offer good support to participants in each place. We also wish to send participants to places where they will experience cultures that are different.

**Why have these host businesses been selected?**

We have chosen businesses where there is a high level of innovation and a dynamic leader, where there is evident entrepreneurial flair and / or a new business model being tested, where there is an understanding of what we are trying to achieve with this opportunity and a willingness to provide a stimulating experience for the participant. We have also selected those businesses that can meet the necessary practical obligations placed on the host.

**How long can the placement be?**

The funds can only be used for a placement between two and three months.

**What is the role of the Mentor?**

The role of the Mentor will be to identify with the successful candidates goals in key areas such as: leadership development, entrepreneurship and intercultural understanding. The Mentor will assist and challenge individuals during the placement period. We will work with you to determine whether a mentoring or coaching approach will work best for you.

**What is Action Learning?**

Action learning is a process which involves working on real challenges, using the knowledge and skills of a small group of people combined with skilled questioning, to re-interpret old and familiar concepts and produce fresh ideas.

The ICE participants will form an Action Learning Set which will meet in person or virtually before, during and after the placements are complete.

These sessions will be facilitated by Action Learning Associates.

**Why must my placement be complete by the end of September 2013?**

NT Creative Arts Ltd. have been contracted to deliver International Creative Entrepreneurs by this date.

**Will awards be liable for tax?**

We are advised by the Inland Revenue that all awards and bursaries to individuals made by Creative Scotland may be assessable for tax. Award recipients are personally responsible for any tax liability arising from any award and are advised to check with the Inland Revenue in advance of an award being made and take appropriate professional advice. Please note awards will be given as grants by Creative Scotland.

**If I have a disability will extra resource be made available to facilitate my placement?**

If you have a disability please indicate this in the appropriate place in the body of the Application Form and within the text of your application. Every effort will be made to accommodate your needs should your application be successful. If you can, please indicate in the budget section any additional financial need you anticipate as a result of your disability.

**How will the International Creative Entrepreneurs be evaluated?**

All successful candidates will be involved in an ongoing evaluation process conducted by NT Creative Arts Ltd. There will also be external evaluation by Creative Scotland and all ICE awardees must participate. The results of this evaluation will be shared with all those who have invested in the programme and other interested parties.

**I am not able to complete an international placement before September 2013. Will there be any similar opportunities?**

Please look at Creative Scotland's website for all other opportunities.

**INTERNATIONAL  
CREATIVE  
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International Creative Entrepreneurs is part of Creative Scotland's Creative Futures programme: promoting, connecting and developing Scotland's creative practitioners.



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Produced by Nicola Turner of NT Creative Arts Ltd., with support from Trigger and Shift.

