

sky studios

E L S T R E E

THE FUTURE
TALENT
PROGRAMME

AN INTRO TO THE PROGRAMME:

The Future Talent Programme is a great way to start your career in the screen industries. The aim of the year is to give you a broad range of knowledge about the industry, experiences in the studio and in production, and provide you with the opportunity to make contacts that can help your future career. It will also help you get used to the production environment and how to work successfully with the various departments and crew members. Depending on your career interests it can lead into roles within Sky, studio management roles at Sky Studios Elstree, or it can give you a step up into the freelance world.



Our 2022 and 2023 Future Talent cohorts

Learning, development and support

Alongside the experience of the programme, you will take part in development support through goal setting sessions, coaching conversations, business insight sessions and other career focused activities. There are also various community groups and a social committee that we encourage you to be involved in. We support staff volunteering and you will have an opportunity to work with our local charity partners.

Our cohorts have gone on to roles at various companies and productions:



APPLICATION PROCESS

The Future Talent programme application consists of different stages. Have a look below to find out what the application process looks like.

■
APRIL

Applications open
Submit a CV and short response to a question
([Click here for help with your CV](#))

■
MAY

Longlisting

Digital Skills Application – find our more information about the [SOVA platform](#) and preparation hub

■
JUNE

Shortlisting

Assessment Centre Days

■
JULY

Offers

Right to Work documents

■
AUGUST

Onboarding

Get to know us day onsite

■
SEPTEMBER

Onboarding

Phone call with Talent Manager

■
OCTOBER

Start date – 1st October 2026
Two-week induction period including Health & Safety training

A BIT ABOUT OUR TEAMS:

Client Services

The Client Services team at the studio is focused on selling and contracting the studio space to production clients. They work to quote clients on the space, contract them and then when they are onboarded, they support them throughout their stay. They take care of the billing of the production for the use of services during their stay. This team is often the first to make contact with an upcoming production and are important in keeping the production crew happy and supported whilst onsite. You can usually find this team in the central office or taking productions around for reces (tours of the site).



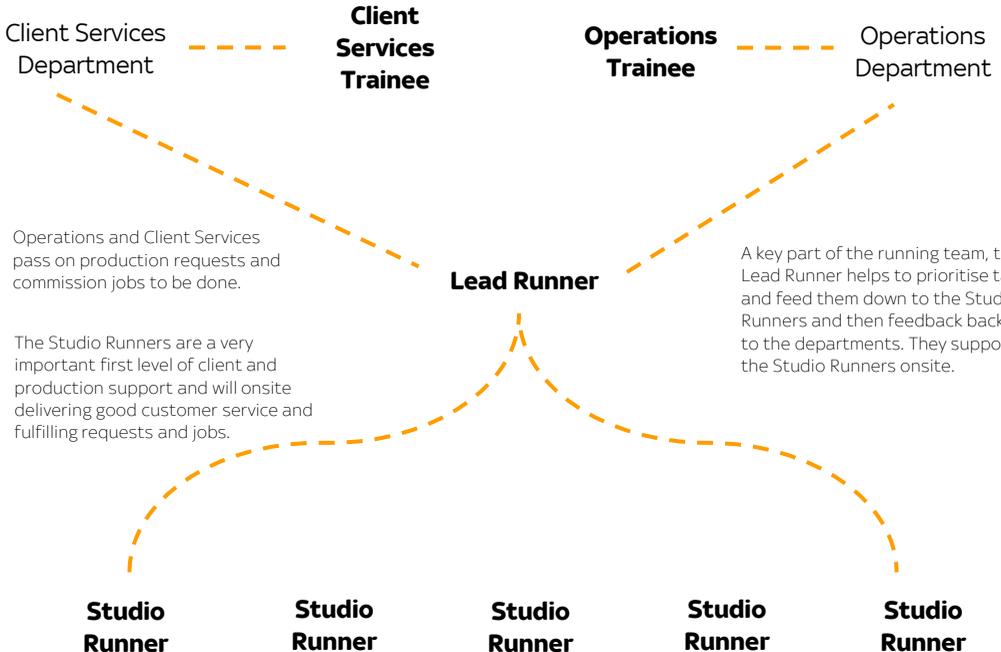
Operations

The Operations team work to fulfil any production requests whilst the client is onsite. This starts with onboarding and preparing the initial crew members when they join us, then supporting the setting up of offices, workshop and stage spaces. This team responds to productions when they need support and is often a fast paced and dynamic environment. The Ops team also support with what is happening onsite, including what ground space is being rented, what crew are coming onto site and what happens at the end of production. This team are often found out and about on site responding to production needs.

THE STRUCTURE OF THE TEAM:

The Future Talent team sits within our Operations and Client Services teams and supports productions onsite. The team itself is made up of 3 different roles, but we take on 8 participants each year. Please see the diagram below for the structure:

The Client Services and Operations Trainees are embedded into these teams to offer support



FUTURE TALENT ROLES

Ops / Client Services Trainee – this role has administrative responsibilities included within it and supports the daily running of the Operations and Client Services departments. This role would be suited for recent graduates and/or those with some professional work experience. In this role you could be managing call sheets, supporting our daily staff meetings and communicating with productions to make sure they have everything they need to do their jobs. This role rotates between Client Services and Operations – so you spend six months working with each department. This is an admin-based role and is suited to someone happy to work in an office environment.

Ops / Client Services Trainee activities include...

- Helping run the studio team's morning meeting (called the 'Daily Stand-Up') each day by setting up the Teams call and taking notes
- Other administrative tasks, including data input into spreadsheets and filing documents.
- Assisting with event planning and running
- Supporting Runners with ad-hoc tasks like furniture moves.
- Creating client-facing documents and communications.

Client Services:

- Researching and tracking films and TV shows that are in development, that the Client Services team may want to bring to the studio
- Writing a weekly newsletter, detailing news from across the film and tv industry

Operations:

- Liaising with productions about building contractor works and weekend security requirements.
- Managing vehicles that come on-site and the onboarding of new crew members/visitors.
- Improving the management of waste.
- Tracking production assets being donated.
- Reporting issues when spaces are hired/handed back to/from productions.
- Tracking the chargeable outside areas being occupied by productions.

"I love how I come into work each day not knowing exactly what problems I will be dealing with and how varied each day is. Within a few hours, I could be sticking labels on bins, creating a graphic for the staff Christmas Party, and then walking around the site with a Hollywood film producer! It has been great to learn about how the demands of multiple productions are balanced and reacted to simultaneously."

Harry, Ops Trainee

"In Client Services, I've particularly enjoyed the research-based tasks and learning about upcoming films and shows in development. I'd say my tasks are less spontaneous / ad-hoc than those of the Ops Trainee. It's been a great way to understand the studio as a business and learn more about how the global film industry works." **Rosa, CS Trainee**

FUTURE TALENT ROLES

Lead Runner – this role would be suited for recent graduates and/ or those with some previous experience in customer service or Film and TV. In this role you support the management of the runners on site as well as running projects within the studio. You could be organising spaces for productions, leading event co-ordination, supporting productions on set and much, much more. This opportunity could lead you on to studio management roles, other roles within Sky or on set production roles such as Production Assistant or into specific departments. This is a varied and active role and often means you will be out and about in the studio.

A week in the life of a Lead Runner:

- Helping to run the morning meetings – The Daily Stand Up
- Updating and planning tasks with studio runners through the runner's rota
- Production Activity Reports – detailing filming schedules, move ins/outs or any new information about onsite productions.
- Upcoming Production Tracker – researching and tracking new films and TV shows – helpful for Client Services team to see who they can reach out to
- Overseeing and updating Site Production Task planner – used across site to track which spaces productions are moving into
- Site Recces – showing spaces to interested productions as well as on site ones in need of expansion
- Updating the Sky Studios Elstree website
- Creating graphics, info packs and recce packs to send to Clients
- Ordering gifts for productions – Welcome, Wrap and Thank You Gifts
- Supporting SLT members with a range of tasks and projects
- Managing shared email inboxes
- Planning and supporting events on site
- Co-ordinating with local charity partners to organise both Sky Staff volunteering days and seasonal drives.

"Being a Lead Runner has provided me with a wealth of new and transferable skills that I can apply throughout my career. Each day brings something different. Some days, I'm on-site with the runners, assisting with moving furniture, running errands, and helping with general site upkeep. Other days, I'm in the office, liaising with production staff, tracking production updates, completing major projects for the SLT team, and utilising my skills to create graphics and photography for on-site use and the SSE website. I've also had opportunities to gain hands-on production experience. No two days have been the same, and I'm excited to see what the next six months will bring."

Jess, Lead Runner

FUTURE TALENT ROLES

Studio Runner – this is an entry level role and aimed at those who have little or no experience in film and TV. This role is suited for school or college leavers and aims to give a well-rounded experience of the workings of a studio and would set you up for Production Assistant/Runner roles as a freelancer, a studio management role or other junior roles within Sky. You could be setting up a green room, moving furniture, ushering VIPs as well as working on set on one of the productions on site. This is a varied and active role, and no day is the same!

What Studio Runners might get up to in a week:

- Attend daily team briefings
- Supporting the Operations and Clients Services teams with requests
- Projects that support the studio – research, updating trackers, etc.
- Setting up production offices
- Assisting productions with furniture requests
- Settings up event spaces
- Supporting production recces
- Creating resources
- Taking part in committee meetings (Sustainability/ Socials/ Accessibility)
- Supporting the mail room
- Driving the buggies for VIP tours



FAQS

The Future Talent programme applications consists of different stages. Have a look below to find out what the application process looks like.

What future roles could the programme lead to? Depending on your career interests it can lead into roles within Sky, studio management roles at Sky Studios Elstree, warehouse roles at Universal Production Services, or it can give you a step up into the freelance world.

What experience do you need to apply for the Future Talent Programme? You don't need any industry experience to apply for the Future Talent Programme, especially if you are applying for the studio runner position. The aim of the programme is to support you into working in the Film and TV industry. If you have experience in production that is certainly useful, but experience in any professional environment such as retail, hospitality or customer service is also valued. If you have no employment experience, think about what educational or volunteering experiences you have had that you can use in your application.

What happens after I apply? The application and recruitment processes are designed with skills and attributes in mind. There are various stages including an online skills-based assessment. If you are successful through these initial stages, you will be invited to an in-person assessment centre day at Sky Studios Elstree. The assessment centre day is a chance to get to know you better and will include a combination of group tasks and an interview to assess your attitude and skills. The process fits around exams and the academic year so that those who are still studying can attend.

What support do you receive during the programme? You will have a line manager and a department manager who will support your progress throughout the year you are with us. We will work to create achievable goals and offer you personal development to give you new opportunities to grow and learn. Your induction will include insight sessions so you can understand more about the studio and will also include health & safety training, such as first aid and manual handling. The Talent Manager will support your development through coaching, dealing with difficult situations, how to build resilience, on set etiquette and career and CV support.

FAQS

What if I need access arrangements or additional support in the application process?

Sky is proud to be a Level 2 Disability Confident employer, and Sky Studios Elstree is part of the TV Access Project. We encourage anyone who needs access arrangements or additional support throughout the process to let us know. We know recruitment can be a daunting process and so we want to make sure extra support is available at any point. **Look for references to 'reasonable adjustments' in the application process.**

Below are examples of adjustments we can provide. This is not a complete list, so please tell us if there's something else you need.

During the Application Process

- Extra time for tasks in the digital skills platform and on the assessment centre day
- A pre-interview phone call to explain the process
- Examples of interview questions in advance
- Use of a computer or large text versions of materials during assessment.

Before Your Start Date

- Site visits to help you get familiar with the location
- Onsite accessibility champions to support your requirements
- A phone call with a Talent Manager to answer onboarding questions

During the Programme

- Access to supportive software like Grammarly, screen readers, mind mapping tools, and more
- Workstation assessments and ergonomic equipment like standing desks, risers, or specialised hardware.

For more details about accessibility at Sky Studios Elstree, please visit our [website](#). To learn about the TV Access Project, click here: [TV Access Project](#).