

Games Company Placements Guidelines

About this Program

- / The *Games Company Placements* program aims to boost capacity and capability of Victorian games companies and games practitioners and help build more sustainable businesses.
- / Funding is available for established Victorian games companies to employ [Victorian](#) games practitioners to undertake paid placements for 6-12 months, providing practitioners the opportunity to gain valuable hands-on experience and ideally leading to ongoing employment.
- / There is one deadline per year.

What are we looking for?

- / Games companies that are growing and have capacity to absorb additional personnel on an ongoing basis.
- / Placements which will:
 - Benefit the games company and/or the practitioner
 - Assist the games company to grow their team and increase internal capability
 - Provide the practitioner with a significant career and skill development opportunity
 - Contribute to a diverse, inclusive and equitable local industry.

Who is eligible?

- / Applications must be submitted by games companies, not individual practitioners.
- / To host a placement, a games company must be:
 - An Australian company (please view our [Terms of Trade](#) for eligibility requirements)
 - Based in and operating out of [Victoria](#)
 - Working predominantly in the games sector across development, publishing and/or marketing.
- / The games company must nominate a practitioner who is:
 - A [Victorian resident](#)
 - A graduate of relevant post-secondary study or have the basic industry experience necessary to fulfil the placement.

Who is not eligible?

- / Games companies cannot select a practitioner to undertake a games company placement if:
 - They are already engaged in any capacity by the games company (or a related entity)
 - They have been supported previously to undertake a *games placement* through Film Victoria.

How much can you apply for?

- / Film Victoria will contribute a maximum of 50% of the total cost of the practitioner's wages for the placement, capped at \$20,000.
- / Film Victoria will pay the contribution to the games company as a [grant](#).
- / The games company must match Film Victoria's contribution, at a minimum, and will be responsible for paying all required employee entitlements and insurances for the practitioner.

Who can you talk to about this program?

- / Before submitting your application, you are encouraged to discuss it with either [Liam Routt](#), Program Manager, 03 9660 3224 or [Meredith Hall](#), Program Officer, 03 9660 3277.
- / If you have queries about submitting your application, please contact [Jenny Boelen](#), Program Services Officer on 03 9660 3252.

The Details

How are placements filled?

- / In its application, the games company must outline the proposed placement opportunity including the role, the wage and the skills and experience required of the practitioner.
- / If the games company's application is successful, it must secure an appropriate practitioner for the placement within three months.
- / The games company is responsible for:
 - Advertising the placement role
 - Receiving applications for the placement role
 - Selecting a practitioner for the placement role
 - Confirming to Film Victoria that the selected practitioner satisfies eligibility criteria and will be paid in accordance with award rates.

What happens after you apply?

- / Your application will be assessed by our Program Managers.
- / Applications are assessed taking into account **Assessment Criteria** including:
 - The games company's history of activity and success in the relevant area of specialisation within the games sector
 - The ability of the placement to deliver:
 - a significant learning and development outcome for the practitioner and/or
 - a significant growth outcome for the games company.
 - The likelihood of ongoing employment for the practitioner
 - Demonstration that the proposed wage for the placement complies with applicable award rates
 - How the placement will deliver greater diversity, inclusion and equity in the industry.
 - Film Victoria is committed to promoting and supporting gender equality, diversity and inclusiveness in the Victorian Screen Industry. We expect companies to offer placement opportunities that will deliver greater diversity and equality in the industry.
- / Funding is competitive. When assessing applications, Film Victoria will consider the availability of funds, as well as the perceived need for Film Victoria funds by the applicant.

How long until a decision is made?

- / You can expect an outcome within six weeks of the deadline date.
- / Decisions may be communicated by email or phone.

What happens if you get funding?

- / Games companies will enter into a standard, non-negotiable grant agreement with Film Victoria, setting out the terms and conditions of the approved funding, including details of the selected practitioner and confirmation of their eligibility, deliverables and credit requirements.
- / Games companies will be required to enter into an employment agreement with the practitioner.

What happens if you don't get funding?

- / We will contact you (by phone or email) to let you know.
- / At that stage, you may wish to contact our Program Manager for feedback on your application.

What will help your application?

- / Read these guidelines and the [Terms of Trade](#) thoroughly and check eligibility. Terms [underlined in green](#) appear in the website glossary.
- / Review the online application form – make sure you have all required documents ready to be submitted with the application.
- / Make sure your application speaks to the **Assessment Criteria**.
- / Film Victoria is committed to promoting and supporting gender equality, diversity and inclusiveness in the Victorian Screen Industry and expects applicants to demonstrate diversity and inclusion in their application. Applicants are encouraged to refer to our Gender & Diversity Statement [Gender & Diversity Statement](#).
- / **Get your application in on time.** Check the [deadline date](#). Applications are due by 11pm AEST on the deadline date unless otherwise stated on the program page on Film Victoria's website. Late applications will not be accepted, as per our Terms of Trade.

Ready to start your application?

[Start your application](#)