Applications Open: ISS Production Crew

18 November 2008

To all scholars and staff members from the ISS2007,

Since ISS2003 the lectures of the International Science School were recorded for broadcast on the internet as video webcasts and audio podcasts. For ISS2009 Genes to Galaxies we will continue to record lectures for podcasting and a possible DVD of selected lectures.

On behalf of the Science Foundation for Physics, I invite you to apply to be a member of the ISS Production Crew at the 2009 Professor Harry Messel International Science School.

The Production Crew is different from the ISS Staffies — the Crew will be working the cameras, microphones and computers to record and prepare for broadcast each of the 18 ISS lectures over the two weeks. They will help to prepare the strategy, fine-tune the technology and get the ISS experience on-line. (See what we’ve done previously at www.scienceschool.usyd.edu.au — follow the links to the ISS2007 webcasts and podcasts.)

As with any of the volunteers who work at the ISS, the role you would play is important and challenging — but also highly rewarding. The Production Crew members’ duties include, but are by no means limited to:

• Preparing the camera and computer equipment for recording each lecture
• Working with the ISS lecturers to get microphones in position, sound and lighting checks
• Operating and monitoring the recording equipment during each lecture
• Post-producing the lectures into different formats, ready for loading onto the server

In addition, the Crew will be encouraged to think of new and innovative ways to present the ISS experience to the world on-line — interviews, vox-pops, profiles … the possibilities are endless!

The Production Crew will need to arrive a day or two prior to the ISS with the exact date to be confirmed. In addition, it would be best if the Crew members are able to attend meetings and practices prior to ISS2009 to prepare for the event. The Science Foundation will provide board and lodging, and all expenses relating to events organised by the Science Foundation (such as the Harbour Cruise, Final
Dinner, a copy of the ISS book, etc), and will provide up to AU$250 towards travel. All other expenses, such as weekend or evening trips, are not covered by the Science Foundation.

**To overseas applicants:** we welcome applications from all of our ISS2007 alumni, however please note that we can not support your travel to Australia more than the AU$250 mentioned above. If you are able to fund your own travel we will consider your application on an equal footing with those from Australian applicants.

Staff of the Science Foundation for Physics will select Production Crew members, and this may include up to two staff from ISS2007. The selection criteria are:

- Demonstrated ability to establish rapport with year 11 and 12 high school students
- Ability to interact well with a wide range of people
- Some knowledge of and experience with computer-based video, audio or multimedia production (this could range from home-movies or podcasts to high-end production)
- Willingness and ability to follow directions of Foundation staff and House Parents
- Demonstrated maturity and initiative to assume responsibility for ISS students when necessary

If you are interested in being a member of the Production Crew at ISS2009, please post or email your application, stating clearly that you are applying for a position in the Production Crew and include the names and contact details of two referees. Applications must be received by the Science Foundation for Physics by Wednesday 21 January 2009. A reminder will be sent out via email in early January, so please make sure you keep us up-to-date with your contact details if you wish to receive this reminder. Successful applicants will be notified by early March.

Please note that applicants will be judged solely on their written applications; we will not be holding interviews. Please refer to the document of hints and suggestions for writing an application attached.

I hope that you will consider applying for a Production Crew position at the 2009 Professor Harry Messel International Science School.

Yours sincerely

Adam Selinger
Executive Officer
Science Foundation for Physics

**An important note**

NSW State Government legislation regarding adults dealing with children in a formal environment, such as the International Science School, has recently been made more stringent in an attempt to protect children from abuse. This means that any adult (defined to be someone 18 years old or older) who has a criminal record, particularly for actions related to child abuse, may not be employed in any position where they may come into contact with children (defined to be anyone under 18 years old, except under-18-year-old university students while they are at university who are considered to be adults).

This means that all staff and other volunteers at the ISS2007 will be required to sign a statutory declaration regarding their backgrounds, and a criminal record search may be undertaken. A version of the statutory declaration form is also attached for your perusal - don't fill in this copy as it is attached only to give you a good idea of what the staff will have to sign. The final version will be sent to staff with their letter of appointment and other documents.

A criminal record may preclude a person from being appointed as an ISS2007 staff member. A mandatory briefing session on appropriate conduct will be held prior to Sunday 1 July, on a date to be negotiated closer to the ISS2007. All of this is required by law and the NSW Department of Education and Training.