

SKILLS FRAMEWORK FOR MEDIA SKILLS MAP - JUNIOR SCRIPTWRITER/JUNIOR WRITER				
Sector	Media			
Sub-sector	Games, Film and Video, TV and Broadcast			
Track	Content Production and Management			
Sub-track	Script/Story Development			
Occupation	Scriptwriter			
Job Role	Junior Scriptwriter/Junior Writer			
Job Role Description	<p>The Junior Scriptwriter/Junior Writer supports the script development processes by supporting the origination or development of an idea for consideration by key stakeholders. He/She identifies relevant sources for research, collates and assesses information from various sources. He verifies sources of information, based on industry requirements and presents findings to the decision makers for development of programme ideas. He assists the scriptwriter with the development of scripts and checks the accuracy of the final written materials. He also checks for any conflicts with legal, compliance and copyright requirements.</p> <p>He is expected to work in an unstructured work environment with less defined job scope and working hours and should be comfortable in working across all production genres.</p> <p>He is required to have effective fact checking and concise writing capability, with the ability to select relevant materials to be presented. He should be able to conceptualise ideas and possesses an understanding of the pre-production and production process. He should be effective in managing relationships in order to liaise with multiple stakeholders.</p>			
Critical Work Functions and Key Tasks	Critical Work Functions	Conceptualise ideas for content	Key Tasks	
			Identify research sources to search for information related to topic	
			Select suitable research sources within time and cost limits	
			Conduct primary and secondary research to support the development of story angles	
			Assess the research sources for potential suitability for inclusion in each programme according to genre and format	
	Carry out additional research for future development of the storyline			
	Develop story elements of script for content	Assist in creating drafts of script to support the development of story elements		
		Make edits to scripts based on instructions from production teams		
		Assist in detailing the key elements in storyline for presentation to key stakeholders		
		Check information written in script for accuracy		
	Support copyright clearance of written materials	Check written materials to identify potential legal, compliance and copyright issues		
		Apply changes to the script as per suggested modifications		
		Determine potential fees for copyright clearances and legal issues		
Assist in the preparation of documents to get legal clearance for production				
Skills and Competencies	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
	Concept Creation	Level 3	Creative Thinking	Basic
	Creative Storytelling	Level 3	Communication	Basic
	Narrative Design	Level 2	Teamwork	Basic
	Script Writing	Level 3	Interpersonal Skills	Basic
Programme Listing	For a list of Training Programmes available for the Media sector, please visit: www.skillsfuture.sg/skills-framework/Media			

The information contained in this document serves as a guide.
Note: / Indicates jobs with alternate job titles