

# **Working in the Creative Industries**

Creative Technologies Professionalism (COMP09096)



#### PRESENTATION OUTLINE

- ☐ OVERVIEW OF WORKING IN CREATIVE INDUSTRIES
- ☐ WORKING AS A FREELANCER
- ☐ STARTING UP ON YOUR OWN TYPES OF BUSINESS



# **CREATIVE INDUSTRIES WORK (1)**

- Work in the creative industries is mostly project-based and many of the available contracts are short-term
- ☐ There are more people wanting to work in the creative industries than jobs and so there is intense competition within the creative industries for the available work
- ☐ The reputation of the creative worker based on their performance in their last job is an essential feature of their

future success



# **CREATIVE INDUSTRIES WORK (2)**

- ☐ Creative workers must be able to **adapt** to steady change because they will have to take on new roles according to the various projects they find themselves working on
- ☐ Work in the creative industries involves individuals working together intensely and under a lot of pressure
- ☐ Creative workers must be specialists but **flexible** and able to adapt to other people and a variety of situations
- ☐ A high proportion of workers in the creative industries are not employees but are freelancers or self-employed workers



Bilton, C. (2009). Management and creativity: from creative industries to creative management. Malden Mass: Blackwell.

# CREATIVE INDUSTRIES WORK (3)



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# FREELANCE WORK



me!"

■ What is Freelance Working like?	"You should go freelance like
☐ Freelance working patterns can include activity punctuated by periods of little apatchy	
Freelancers tend not to turn down jobs else to get the business or the client) so work on at times	• •
☐ Freelancing can be isolating and lonely starting out and have not established a can offer enough work to keep you occur.	network of clients who
Freelancers have to remain motivated e on the ground and the jobs are not com	
☐ Freelancers spend a lot of their time loc freelance management consultants recl	

their time on the lookout for work



## FREELANCE WORK



#### **Positives**

- ☐ You are in charge and you make the decisions
- Normally you will get more money than employees working on a project with you because (unlike employees) you have no job security and your contract ends when the job is completed
- ☐ You can decide, subject to commercial imperatives, when and where you work
- By moving around you develop a variety of skills and experience

#### **Not so Positive**

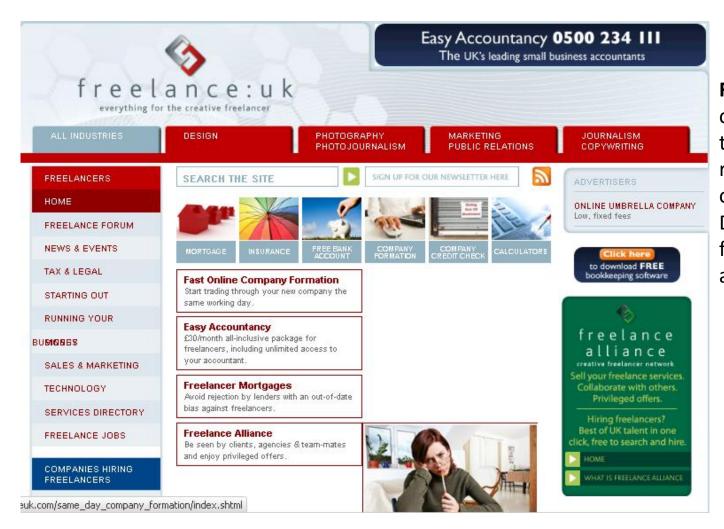
- No job security you leave when the contract is complete and no paid holidays
- ☐ Little financial security you near completion of one contract and start looking for the next one in the expectation that something will turn up
- ☐ You are solely responsible you have to make and maintain contacts and establish a network to find the work, when you get work you have to do the follow-ups for repeat business, purchase equipment, deal with complaints and fix any problems and do all your own paperwork

# SUCCESSFUL FREELANCING



<b>Quality of Work</b> – always deliver high quality work. Pitfalls – don't take on too much work, ensure you understand the brief and make sure you have the skills to complete high quality work.
<b>Work to the Brief</b> – if you are not sure about a particular element of the brief, email your questions and get clarification. Do this early on to avoid misunderstandings.
<b>Keep the client informed</b> – especially if you are working on a larger project. Keep the client abreast of developments and report regularly to the client.
Tell the client about any problems and produce solutions – inform the client about problems and suggest solutions.
<b>Complete work quickly</b> – if a client needs work completed quickly and you've been able to do this in the past, you're likely to be approached again. Also you may be able to increase your fee.
<b>Price Competitively</b> – if you are experienced, your work is good quality and you are reliable, then you are providing value for money and you can price accordingly.
<b>Get client feedback</b> – ask the client for feedback or provide a short survey about client satisfaction. Ask the client for a recommendation or testimonial.

## ADVICE ABOUT FREELANCE WORK



Freelance UK offer advice on tax, starting out, running your own business. Directory of freelancers and available jobs.

## ADVICE ABOUT FREELANCE WORK



#### October's Most Popular Articles...



All About Freelance Genealogy: A keen interest in investigating their own or others' ancestors is often all it takes for some people to engage in freelance genealogy, Genealogy, or the... [144 views in Oot]



Advantages and Disadvantages of Freelance Work: Freelance work is not for everyone. Freelancing, or working for specific clients on specific projects, comes with distinct... [70 views in Oct]



Your Freelance Web Presence?:
Freelancers today need a Web
presence to reach the greatest
number of potential contacts and
clients. This... [30 views in Oct]

#### Our Categories...









Questionnaires

Working Freelance
Finding Work
Freelance Finances
Freelance Issues
Freelancing Part Time
Marketing Yourself
Repeat Business
Support & Networking
Types of Freelance Work
Site Information

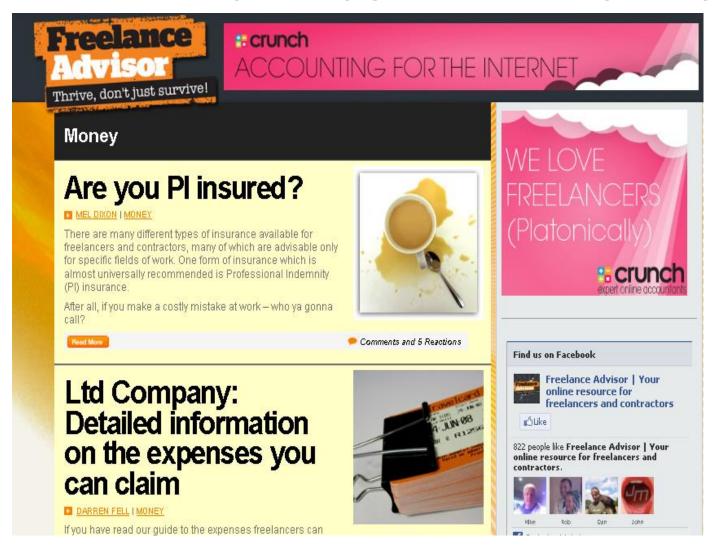
Featured...

Readers Comments

#### A Freelance Worker

offers advice on freelance finance, marketing, repeat business, support and networking and types of freelance work.

# ADVICE ABOUT FREELANCE WORK



Freelance Advisor offer advice on Jobs, Training, Working from Home, Guides and Resources for freelance workers.

Moving to:

http://www.crunch.
co.uk/blog/

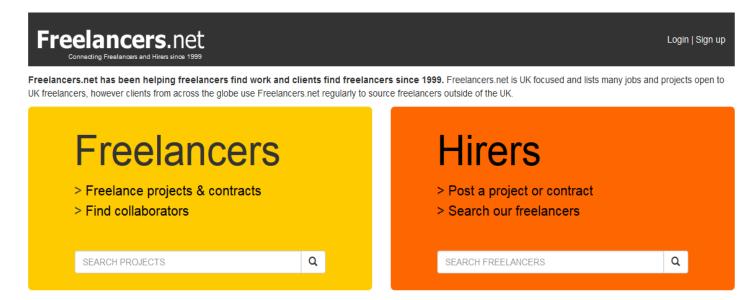
# FINDING FREELANCING WORK



Freelance
Alliance – UK
network for
media and
creative
freelancers.

#### FINDING FREELANCE WORK

☐ Freelancers.net brings together freelancers who are looking for work and clients seeking freelancers for projects.



#### Latest ads

#### **Graphic Designer for Wordpress Website**

We are looking for a graphic designer to help us complete our new wordpress based website. We would ...

#### Ghost Writer required for series of business ebooks

We are to launch a series of ebooks for the corporate financial and legal markets in the UK. These ...

#### Graphic designer required 4 launch of premium adult website

My name's Andy Ide and I've been an adult film producer for 13 years, primarily for a TV s

#### Latest freelancers

#### Richard John

Spalding, Linconshire, United Kingdom
Training, Content Writing, presenting, Creative Writing

#### Ben Saunders

London, London, City of, United Kingdom

Camera Operator, Lighting, Illustrator, Editing, Director, Sound Recording, Photoshop

#### Daniel Harding

Amersham, Buckinghamshire, United Kingdom

Photoshop, Illustrator, Indesign, Editorial, Branding, Photography, Typography, Packaging, Web Design, Dreamweaver

# FINDING FREELANCE WORK

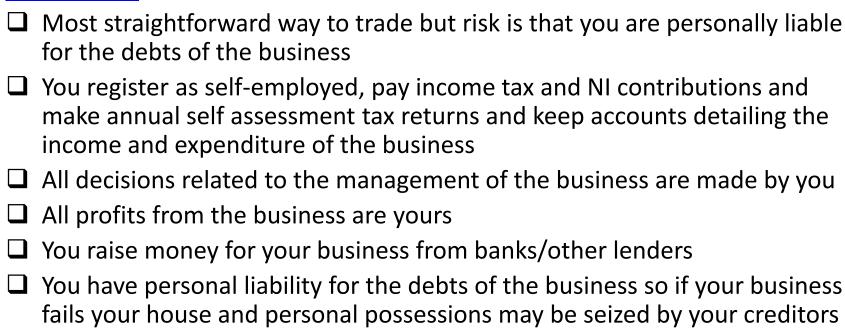


#### People per hour

Post jobs, find and contact freelancers directly and get quotes for jobs.

# **SOLE TRADERS**

#### Sole Trader



# PARTNERSHIPS (1)

#### **Partnership**

Partnerships are arrangements for people to jointly own and run a business
If you go into a partnership with another person(s) then as partners you share all the management responsibilities and costs of the business
Partners are self-employed and share in the profits
If a partner leaves or dies then the partnership may have to be dissolved depending on the partnership agreement (if there is one)
Normally a Deed of Partnership is drawn up and this sets out basic facts about the business (business name, business type and its address and partners' names) and other information about the partnership:
how much capital each partner has contributed to the business;
☐ how profits/losses will be shared between the partners;
partners' arrangements for working and
☐ arrangements for changes in the partnership (partners leaving and new partners coming in, partner dying)

# PARTNERSHIPS (2)

# Partnership Partners run the business and raise money for it from banks/other lenders and share the profits from the business Each partner registers with HRMC as self-employed and the partnership and the individual partners make annual self-assessment returns The partnership keeps accounts detailing the income and expenditure of the

business

☐ Creditors have a claim on a partner's personal assets for any debts owed (regardless of which partner incurred the debt) and each partner is responsible for the whole debt of the partnership so you have to choose your partner(s) carefully

(2014) [Online] Available: http://www.bgateway.com/starting-up/form-a-company-or-business/legal-structures-the-basics/#page-1291 [Accessed 01 Aug 2016]

# PARTNERSHIPS (3)

Partnership
If you go into a partnership with another person then you should be sure that they have something to contribute to the business and its running which you cannot do yourself and you should be sure that you know them well in a professional capacity
Your partner may be a specialist with expertise in a particular area that your business needs, may have a range of valuable business contacts that can be used to get jobs or may be a sleeping partner and provide finance for the business
You will have to cooperate closely with your partner so you must be sure in advance that you can actually work together and that they have the skills and expertise that you need

Golzen, G and Reuvid, J. (2009). <u>A guide to working for yourself: an entrepreneur's guide to the basics</u>. (26<sup>th</sup> ed.) London: Kogan Page.

# PRIVATE LIMITED COMPANY (4)

Pr	ivate Limited Company
	Must be registered at Companies House and company accounts have to be submitted to Companies House annually
	Must have at least one Director and one member
	Directors can be shareholders
	The company director or directors take decisions about the company management
	Finance comes from shareholders, bank/other lender loans and profit kept in the business
	Shareholders are not personally responsible for company debts but directors may have to act as personal guarantors for company loans
	To form a new company you send a Memorandum of Association, Articles of Association and Form IN01 to register at Companies House
	As a freelancer normally you would set up the company with yourself as a director so you are responsible for the management of the company and also responsible for the paperwork related to the company. You pay yourself a salary as director of the company or you may get paid via dividends.

#### **BUSINESS ADVICE AND SUPPORT**

Business Gateway for help with starting up, funding, managing and growing your business.





Creative Scotland supports the creative industries in Scotland and distributes funding for the creative industries from the Scottish Government and the National Lottery.

## **BUSINESS ADVICE AND SUPPORT**



Interactive Scotland helps and supports small to medium sized digital enterprises in Scotland.

Bright Ideas Scotland help people who have a good idea to develop it into a business proposition.

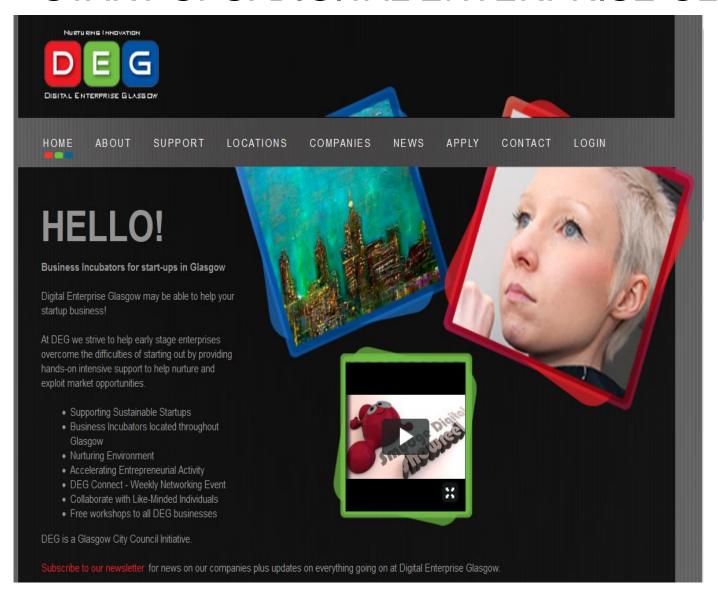


#### START-UPS



Start-Ups website: advice on business start-up and learn about business basics.

## START-UPS: DIGITAL ENTERPRISE GLASGOW



DEG provides business advice and help for start-ups and business incubators in highly supportive environment.

# START-UPS: ENTREPRENEURIAL-SPARK



**Entrepreneurial Spark** is a business accelerator for startups and growing businesses. Offers accommodation, business support and mentoring.

























Entrepreneurial Spark® is a business accelerator for early stage and



#### STUDENT ENTREPRENEURS





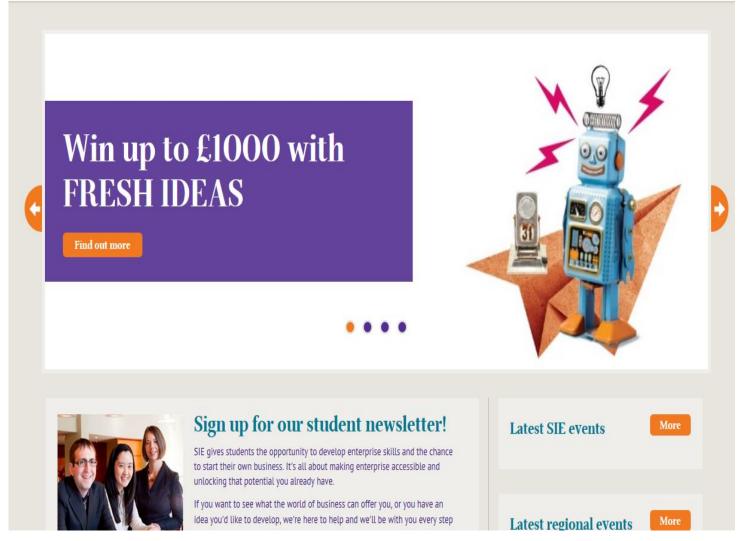
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Scottish
Institute for
Enterprise
helps
students with
entrepreneur
talent to start
their own
businesses.

# CREATIVE BUSINESS START UPS: CULTURAL ENTERPRISE OFFICE



Supporting creative business throughout Scotland

#### 0333 999 7989

Enquiry Line opening hours Weekday: Mon-Fri: 09:00-17:00 Evening: Wed: 17:00-20:00

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Home Information Advice **About Us** Search >> Events Starter for 6 **Fashion Foundry Flourish** Sign up to receive our monthly news CEOScotland Tonight is late night Wednesday folks! We are open till 8pm! Drop in or give us a call! ow.ly/AMu1Z Expand CEOScotland #CreativeEurope Funding Info sessions coming up in Edinburgh 3rd and Glasgow 4th of Sept from @CEDUK Culture culturefund.eu/events2014/ Expand CEOScotland @CEOScotland Who can you recommend **Finance Sessions** @moirajeffrey? I've tried to get Need advice on financial business planning or working out how to keep records of financial processes? Book an the main tweeters that channel

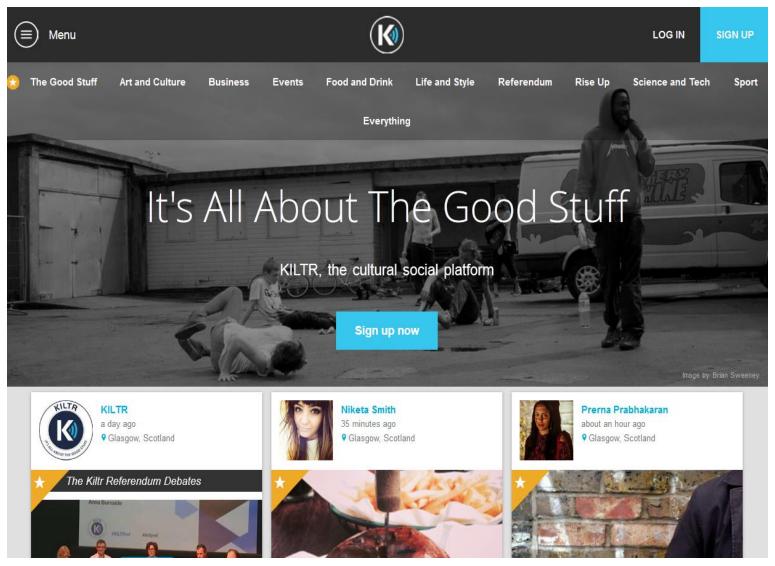
Cultural Enterprise
Office offers business
advice, information
and support to start
ups and growing
creative industry
businesses. Also has
regular networking
events and
workshops.

# **BUSINESS ADVICE**



Advice on all aspects of business. Lots of articles and information.

#### **SOCIAL NETWORK - KILTR**



"Content sharing platform and social and professional network aimed at Scots and Scotland".

#### SOCIAL NETWORK - 38 MINUTES

# 38MINUTES

Home | About 38 | My Page | Members | Groups | Blogs | Jobs | Events | Photos | Videos | Directory







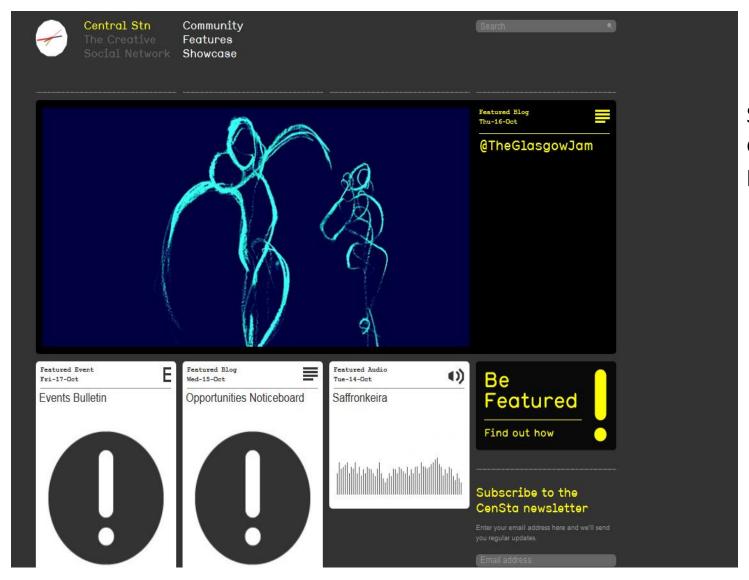
/// LATEST NETWORK ACTIVITY

Chris Goodwin posted a video

View All

Social media site for media professionals with over 3,000 members (mostly Scottish based) featuring blogs, jobs and events.

#### SOCIAL NETWORK - CENTRAL STATION

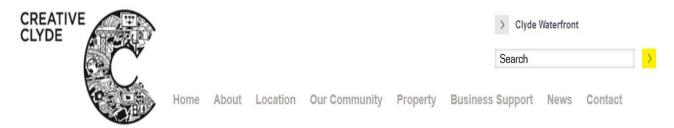


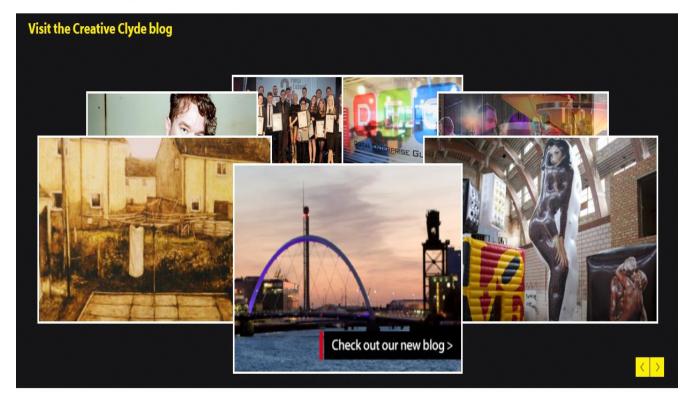
Showcase for creative media professionals.

# WHERE TO LOCATE YOUR START-UP BUSINESS

•	f going into creative industry shared set-ups is get incubator space or space in shared ive business
	cause set-ups can get mentoring from d businesses
	entrepreneurs invariably cite finding the right e right time as the most important accelerator of ness.
	tive enterprises are often set up in an red way by independent, non-conformist people.
☐few mode	Is of how to grow beyond self-employment.
	nd friendly advice can make a huge difference ten an unplanned consequence of sharing space.

#### CREATIVE CLYDE





Creative Clyde is a creative industry community and business hub for media, technology and creative organisations.

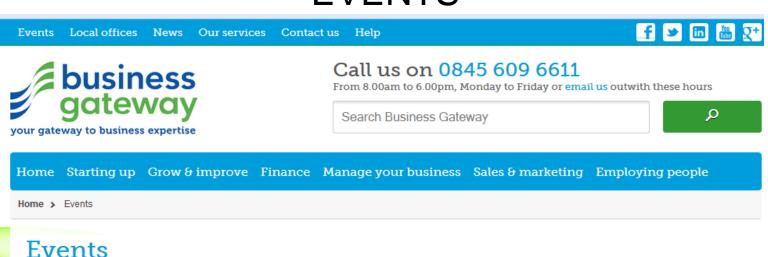
Businesses include BBC Scotland, STV, Capital Radio, SECC, Film City Glasgow and Raise the Roof Productions.

**Creative Clyde** 

News

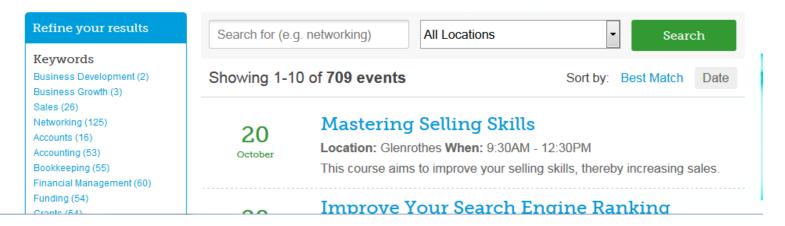
**Our community** 

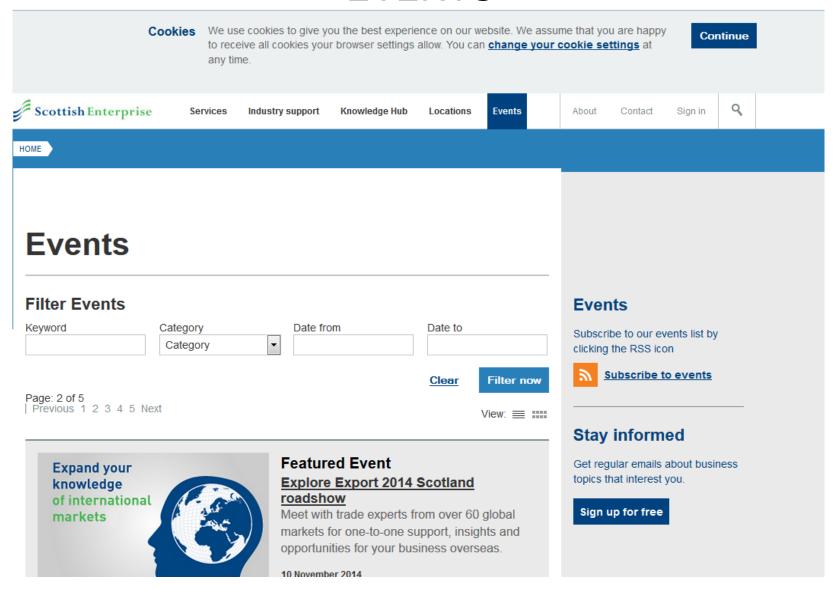
**Our showreel** 



Thinking of starting a business or looking to grow? There are loads of great workshops and events going on near you, covering all aspects of business at a location near you. Search events by keyword, location or date below.

Note: we are experiencing intermittent problems with local event listings, some events outside your chosen region may also be shown. If you experience difficulties, or would like more information about Business Gateway events, please contact your local office.







#### Supporting creative business throughout Scotland

0333 999 7989

Enquiry Line opening hours Weekday: Mon-Fri: 09:00-17:00 Evening: Wed: 17:00-20:00

Find us on Follow us on >

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Starter for 6	Fashion Fou	ındry Flo	urish		

#### **EVENTS**

Workshops

Networking

#### **Events**

We run a dedicated events programme to help creative businesses and practitioners swap experiences, gather information and hone professional skills. By attending our workshops and networking events, you can expect to:

- · meet other creative individuals
- gain information
- · develop skills to support your work
- · keep your sector knowledge up-to-date

"...very useful in giving a more creative based approach to business..." Workshop participant

Some events are offered 'in partnership with' and 'commissioned by' other organisations giving them a more specialised focus. All our forthcoming events are listed below.

If you require any support in accessing our events, further information can be found in our Accessibility Statement.

#### **Forthcoming Events**



<u>Dundee - Unlimited Shelf Space: Digital Distribution in Games and Music</u>
A Cultural Enterprise Office event in collaboration with the Starter for 6 Network
Thursday 30 October 2014, 17:00-20:00



Edinburgh - Starting Out Friday 7 November 2014, 09:30-13:30



Glasgow - Budgets Matter FULLY BOOKED Friday 7 November 2014, 08:45-10:30



Sign up to receive our monthly news

#### Highlights



Edinburgh - Making Applications & Proposals



Glasgow - Budgets Matter FULLY BOOKED



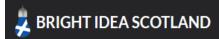
<u>Dundee - Unlimited Shelf</u> <u>Space: Digital Distribution in</u> Games and Music



Edinburgh - Starting Out



Edinburgh - Market Day



ABOUT EVENTS

INVENTOR'S CHECKLIST >

LINKS

CONTACT

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FIND OUT WHEN A WORKSHOP WILL BE COMING TO WHERE YOU ARE

#### Workshops + Surgeries

#### We offer 3 workshops

They can, but don't have to be, attended in sequence

You have to register for each workshop separately

Book your 1-2-1 surgery when registering for a workshop



# LINKS: FREELANCE



#### **Freelance**

Freelance: uk everything for the creative freelancer (n.d.) [Online]
Available: <a href="http://www.freelanceuk.com/">http://www.freelanceuk.com/</a> [Accessed: 26 July 2016]
afreelance worker (n.d.) [Online] Available: <a href="www.afreelanceworker.co.uk/">www.afreelanceworker.co.uk/</a> [Accessed: 26 July 2016]
Crunch blog: news and advice to help make your business a success (n.d.) Available: <a href="http://www.crunch.co.uk/blog/">http://www.crunch.co.uk/blog/</a> [Accessed 26 July 2016]
Freelance: alliance creative freelancer network (n.d.) [Online] Available: <a href="http://www.freelanceuk.com/find-a-freelancer">http://www.freelanceuk.com/find-a-freelancer</a> [Accessed 26 July 2016]
Freelancers.net Connecting Freelancers and Hirers since 1999 (n.d.) Available: <a href="http://www.freelancers.net/">http://www.freelancers.net/</a> [Accessed 26 July 2016]
peopleperhour (n.d.) Available: <a href="http://www.peopleperhour.com">http://www.peopleperhour.com</a> [Accessed 26 July 2016]
Upwork Get more done with freelancers (n.d.) Available: <a href="https://www.upwork.com/">https://www.upwork.com/</a> [Accessed 26 July 2016]
IPSE (n.d.) Available: <a href="https://www.ipse.co.uk">https://www.ipse.co.uk</a> [Accessed 26 July 2016]

# LINKS: BUSINESS ADVICE AND SUPPORT

#### **Business advice and support**

business gateway: your gateway to business expertise (2014) [Online] Available: <a href="http://www.bgateway.com/">http://www.bgateway.com/</a> [Accessed 26 July 2016]
Creative Scotland (2015) [Online] Available: <a href="http://www.creativescotland.com/">http://www.creativescotland.com/</a> [Accessed 26 July 2016]
(n.d.) <a href="http://www.interactivescotland.com/">http://www.interactivescotland.com/</a> [Site currently undergoing maintenance]
Bright Idea Scotland (2016) [Online] Available: <a href="http://www.brightideascotland.com/">http://www.brightideascotland.com/</a> [Accessed 26 July 2016]
(n.d.) http://www.scottish-enterprise.com [Site currently undergoing maintenance]
The Marketing Donut: Resources for your business (2009-2016) [Online] Available: <a href="http://www.marketingdonut.co.uk">http://www.marketingdonut.co.uk</a> [Accessed 26 July 2016]
The Law Donut: Resources for your business (2009-2016) [Online] Available: <a href="http://www.lawdonut.co.uk/">http://www.lawdonut.co.uk/</a> [Accessed 26 July 2016]
The IT Donut: Resources for your business (2009-2016) [Online] Available: <a href="http://www.itdonut.co.uk/">http://www.itdonut.co.uk/</a> [Accessed 26 July 2016]
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newbusiness: for better business advice (1998-2012) [Online] Available: <a href="http://www.newbusiness.co.uk/">http://www.newbusiness.co.uk/</a> [Accessed 26 July 2016]
Idox media platforms (2000) [Online] Available: <a href="http://www.j4b.co.uk/">http://www.j4b.co.uk/</a> [Accessed 26 July 2016]

### LINKS: START-UPS

#### **START-UPS**



#### LINKS: SOCIAL NETWORKS AND EVENTS

#### **Social Networks** KILTR (2016) [Online] Available: https://www.kiltr.com/ [Accessed 26 July 2016] http://www.38minutes.co.uk/ Central Stn (n.d.) [Online] Available: <a href="http://thisiscentralst">http://thisiscentralst</a> [Accessed 26 July 2016] **Events** ☐ Business gateway: your gateway to business expertise (2014) [Online] Available: http://www.bgateway.com/events/ [Accessed 26 July 2016] Scottish Enterprise (2008-2016) [Online] Available: http://www.scottishenterprise.com/events [Accessed 26 July 2016] ☐ Cultural Enterprise Office (n.d.) [Online] Available: http://www.culturalenterpriseoffice.co.uk/events/ [Accessed 26 July 2016] BRIGHT IDEA SCOTLAND (2016) [Online] Available: http://www.brightideascotland.com/content/workshops/ [Accessed 26 July 2016] ☐ Meetups (2016) [Online] Available: <a href="http://www.meetup.com/">http://www.meetup.com/</a> [Accessed 26] July 2016] techmeetup (n.d.) [Online] Available: <a href="http://techmeetup.co.uk/">http://techmeetup.co.uk/</a> [Accessed 26] July 2016]

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Davies, R. and Sigthorsson, G. (2013) <u>Introducing the Creative Industries from Theory to Practice</u> . London: Sage.
Johnson, M. (2009). <u>Starting up on your own: how to succeed as an independent consultant or freelance</u> . Harlow: Financial Times Prentice Hall.
Kendall, L. (2011). <u>Brilliant freelancer: discover the power of your own success</u> . Harlow Prentice Hall.
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Oakley, K. (2009) 'Art Works' – cultural labour markets: a literature review. Creativity, Culture and Education: Hillprint Media. [Online] Available:
http://www.creativitycultureeducation.org/wp-content/uploads/CCE-lit-review-8-a5-web-130.pdf
Scott, A. (2000) <u>The Cultural Economy of Cities London</u> . In Beck, A. (ed.) Cultural Work: Understanding the Cultural Industries. London: Routledge.