Working at the BFI

Published 2026

Contents

1. Your Application
2. Who We Are
3. Our People
4. Our Hubs & Sites
5. Our Executive Team Structure


Your Application

Your Application

To understand a bit more about you and your experience we ask you to complete an application form, including a supporting statement about what you bring to the role and and how you meet the minimum requirements as outlined within the person specification.

You will also be asked to supply information about yourself, including your right to work in the UK and diversity information.

We ask for diversity information for monitoring purposes and to help us measure how fair our recruitment process is.

Our two priority areas for representation are people who identify as Black and Global Majority and D/deaf disabled. To encourage applications from these communities, we guarantee a place in the first stage selection process to our under-represented groups who can demonstrate that they meet the minimum requirements as outlined within the person specification.

The hiring team won't see any personal information (including your name), unless it refers our priority areas above (we won't include specific details) so we can meet our commitment to offering you an interview if you meet the minimum criteria for the role.

For any help or guidance during the application process including reasonable adjustments or if you experience any technical difficulties please contact the People Team at opportunities@bfi.org.uk or 0207 957 4752 who will be happy to help.

All of our offers of employment are subject to satisfactory references, a pre-employment health screening, verification of any qualifications listed within your application form and confirmation of your eligibility to work in the UK.

Please note that the BFI is not a licensed sponsor for VISAs and as such you must already have the Right to Work in the UK to apply for our roles.



Your Application – Support & Adjustments

At the BFI we want to enable all our colleagues and candidates to be the best that they can be. One way we can do this is to make sure our recruitment process is accessible to everyone.

This includes providing support and making adjustments for people who:

- identify as having a disability, or
- D/deaf
- have a long-term condition, or
- identify as Neurodivergent

Reasonable adjustments can include (but not limited to) completing the application form via alternative methods, asking for interview questions in advance and additional time for interviews or to complete assessments or presentations.

For more information on reasonable adjustments visit ACAS / MIND or speak to a member of the People Team.



disability confident EMPLOYER

Your Application – Using AI

AI tools like ChatGPT and Copilot are powerful; they can help you write and check text in ways that feel human. They can be useful when you're working on a job application but it's important to use them in the right way.

We want to hear from you:
We're interested in your experiences, your skills, and what motivates you. Your application should be a true reflection of who you are and what you've done. The best applications help us understand:

- How your experience and skills fit the role you're applying for
- What drives you to do your best work
- What you've achieved, and how you made it happen

There are two main parts of the recruitment process:
- The written application
- The interview

AI might be useful for different things in each stage, but it should always be a support, not a shortcut.

How you can use AI:
- Help you structure or clarify your ideas
- Check spelling, grammar, or how clearly something is written
- Research about the role and public information about the BFI

Avoid using AI to:
- Make up or exaggerate your skills or experience
- Generate generic answers that you copy and paste into your application
- Complete tasks or write content for presentations
- Write your interview answers (live or pre-prepared)
- Share sensitive or private information about your current/previous workplace or the BFI (like numbers, names, or other personal data)

Why it's so important
Your application and interview are about you, not a version of you created by AI. We want to get a clear and honest picture of your experience, so we can assess everyone fairly, based on their own merit.
Used the right way, AI can help you feel more confident and clearer when applying and that's a good thing. Just remember, you're the one we want to get to know. We want to hear your story - told in your own words.

AI as a reasonable adjustment
Before your interview we'll ask you if you need any reasonable adjustments to support you during the interview process. If you plan to use any AI tools, please raise this with us **before** your interview so we can discuss how we can best support you.



Who we are

Who we are

We are a cultural charity, a National Lottery distributor, and the UK's lead organisation for film and the moving image.

We believe society needs stories.
Film, television and the moving image bring them to life, helping us connect and understand each other better. We share the stories of yesterday, search for the stories of today, and shape the stories of tomorrow.

The BFI fulfils this purpose through:

Supporting creativity and actively seeking out the next generation of UK storytellers; growing and caring for the BFI National Archive, the world's largest film and television archive; offering the widest range of UK and international moving image culture online and in venue through its programmes and festivals; using its knowledge to educate and deepen public appreciation and understanding of film and the moving image; and working with Government and industry to ensure the continued growth of the UK's screen industries.

Screen Culture 2033 is our strategic plan for film for 2022-2032. It sets out our 10-year vision for how we will advance our knowledge, collections, programmes, National Lottery funding and leadership to build a diverse and accessible UK screen culture that benefits all of society and contributes to a prosperous UK economy.

More information about us can be found on our website: bfi.org.uk /



Our culture

We're building an innovative, highly diverse and digital organisation with creative storytelling at its heart. A place of real passion and fandom, where everyone can go confidently, think freely, share generously and bring it together.

The culture drivers that will get us there:

Go confidently

We listen and learn to lead. Challenging constructively and matching words with action to stretch our art form, shape the industry and create meaningful change

Think freely

We unleash our creativity and work flexibly. We stay curious and light on our feet, taking smart risk to bring joy to our audiences.

Share generously

We build expertise and share it. Like an enthusiastic friend, we exchange ideas and democratise thoughtfully to create extraordinary experiences for everyone, not an elite.

Bring it together

We go as one. Actively including and empowering, with trust and transparency at all levels. We pull in and pull together – all in, all heard – to create greatest possible access and opportunity.

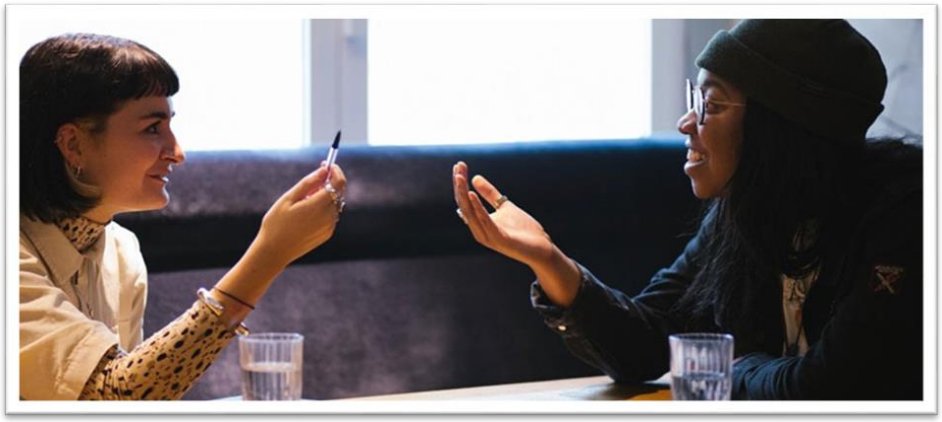

Our People

Employee Engagement & Wellbeing

Your wellbeing comes first at the BFI. It's essential we make sure you have the environment and opportunities you need to lead a healthy life and make choices to support your wellbeing.

We carry out a range of activities to support this, including:

- We have developed with our employees our Culture Handbook, along with our principles for Working Together. These principles support flexible working by empowering teams to decide when and where they work best.
- All new employees are asked to complete an Occupational Health assessment to ensure that you have all of the support you need to carry out your role.
- As part of our mental health wellbeing strategy we have Mental Health First Aiders across the BFI.
- We offer a comprehensive life and wellbeing support service through our Employee Assistance Programme. This programme is entirely free to use and is also available to employees immediate family.







Equity, Diversity & Inclusion

We encourage applications from a wide range of lived experience and backgrounds. Our goal is to represent the society in which we work so we are actively challenging ourselves to ensure that Equity, Diversity and Inclusion is embedded into everything the BFI does and we embody the change we want to see.

- We have developed a BFI wide Inclusion Took-kit to enable everyone to embed inclusion into all activities
- We have developed Our Preferred Terms for inclusive language for race, disability and LGBTQIA+ communities.
- We have workforce targets for D/deaf-disability, ethnicity, gender and sexual orientation and publish our pay gaps.
- We are a Disability Confident employer, accredited by Jobcentre Plus.



Our Commitment to Anti-Racism

At the BFI, we're committed to the highest possible standards of openness, ethics, integrity, and accountability, and recognise that racism against Black and Global Majority people has a long history.

We're all expected to be aware of, and sensitive to, the detrimental effects of discrimination that can be suffered because of racism. At the BFI, we have partnered with HUSTLE CREW to design & deliver the next phase of our anti-racism learning programme.

Alongside our Employee Code of Conduct, we also have our Employee Anti-Racism Code of Conduct making it clear how racism will not be tolerated, condoned or ignored here at the BFI.

Employee Networks & Champions

Our employee networks are colleague-led communities that bring people together around shared identities, experiences or interests. They create safe, supportive spaces where staff can connect, access peer support and contribute to shaping a more inclusive workplace. These networks play a vital role in fostering belonging, amplifying under-represented voices and supporting personal and professional development.

Our current Networks are:

Race Equality Network (REN)
Queer Network
Disability Alliance Network (DAN)

Our current Champions are:

Culture Champions
Promote the use of the BFI's Culture Handbook and assist colleagues in understanding how they can collaborate within and between teams.

Menopause Champions
A group helping to raise the profile of Menopause, create a network and highlight what we offer as means of support for those going through the different stages, or for those who wish to learn more and offer support to others.



Our Hubs & Sites

Our Sites

Stephen Street (Head Office), London
Events hire meeting spaces, screening rooms





BFI Southbank, London
Cinema and events space

Berkhamsted
BFI National Film Archive and conservation centre

Gaydon
BFI master film store

BFI IMAX, London
The biggest screen in Britain





Our Executive Team Structure

Our Executive Team Structure

