



HEAD OF PROGRAMMING PERSON SPECIFICATION

Essential

- Skilled in developing and curating dynamic film programmes for festival with a minimum of 5 years experience.
- A specialist knowledge of the UK, Irish and international documentary industry and proven working relationships with industry contacts.
- Comprehensive knowledge of current developments in fiction and documentary film together with strong knowledge of film history;
- Strong written and editorial skills, with experience of copywriting, writing about film;
- Experienced with IT with a working knowledge of Word, Excel, Outlook.
- A demonstrable commitment to supporting, mentoring and championing filmmakers, working directly with filmmakers and producers.
- Comfortable with public speaking, to media and audiences with and ability to deliver public presentations.
- Degree or equivalent.

Proven experience of:

- working with distributors, sales agents, commissioners, funders, foundations and broadcasters;
- attracting, growing and developing public audiences for cultural cinema and documentary filmmaking;
- working on marketing and PR campaigns to raise awareness and build audiences for film programmes;
- reporting against targets to funders and other stakeholders;
- delivering against curatorial and organisational strategy – with clear vision and SMART objectives;
- managing a team with the ability to inspire and motivate;
- Connect and build relationships with external contacts;
- Target driven – with success in reaching audience, box office and other financial targets;
- Skilled in managing a budget, and in working partnerships to share resources and make budgets go further;
- Ability to work to tight deadlines;
- Excellent diplomacy and negotiation skills;
- The ability to work closely, collaboratively and effectively with colleagues at a management level;
- The ability to represent Belfast Film Festival to a broad range of stakeholders locally and nationally.
- Ability to work under pressure and prioritise workload
- Excellent communication skills, both written and verbal

Desirable

- published texts on film critic media.

- Able to use Simple editing tools iMovie or FCP
- Experience with social media including Twitter and Facebook
- Experience of arts/film marketing