



JOB PROFILE

Position Title:	Head of Development
Department / Unit:	Content & Operations / Narrative Content
Reporting Line:	Director of Narrative Content

Position summary: Under the direction of the Director of Narrative Content and working closely with the Head of Production, Head of Market & Audience and broader Content & Operations Department. The Head of Development will work within the broader Narrative Content Department and be responsible for leading the Investment Manager team for Narrative Content Development. The position oversees and leads the Unit in assessment, funding and slate management of Narrative Content Development funds and related programs and initiatives. The role will liaise with industry stakeholders to provide information and ensure funded projects are successfully completed and delivered. The Head of Development will also complete assessments for Narrative Content.

The role also may be required to represent Screen Australia at industry events both locally and internationally.

Core Accountabilities

Key responsibilities of this position will include:

- Lead and oversee the Investment Manager team for Narrative Content Development and people manage the team to build an effective, high-performing team.
- Work closely with and report to the Director of Narrative Content on funding programs, guidelines, budgets, resource allocation and policy and assist in reviews of programs.
- Establish and maintain strong and credible relationships with a wide cross-section of the industry including production companies, producers, creatives, commissioners, industry organisations and key stakeholders and contribute to stakeholder management.
- Lead the assessment process and assess applications for Narrative Content Development Investment direct funding and other related funding programs and initiatives, and manage individual projects through the funding assessment processes and collaborate across the agency.

- Collaborate across Development, Production and Market & Audience programs under the direction of the Director of Narrative Content across program design, assessment, resourcing and delivery to sector.
 - Prepare for Narrative Content decision funding recommendation papers, participate in decision meetings and project recommendation meetings, prepare reports and Board papers (as required).
 - Work with the Director of Narrative Content, Head of Production, Head of Market & Audience and the broader team to monitor the ongoing development of the Department's programs, policies, processes, contributing ideas to create efficiencies and improve on current practices.
 - Build and maintain collegiate and constructive working relationships with fellow team members and all colleagues across the organisation and a wide cross section of the industry.
 - Keep abreast of developments and issues specific to the sector, and maintain an up-to-date overview of domestic and international trends and technologies.
 - Contribute to the promotion of Gender Equity and Diversity and Inclusion in the screen sector.
 - Role model Screen Australia's Values and Core Behaviours, and foster a safe working environment.
 - Other responsibilities as required.
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Selection Criteria

Qualifications and Experience

- Extensive experience and a strong track record in relevant roles such as development, production, financing, directing, distributing, and writing across feature drama, television drama, and direct-to-audience/online/interactive projects, demonstrating high levels of creative and commercial skills and knowledge, including the ability to provide (non-prescriptive) comments on scripts and cuts.
- Extensive experience in script development across a wide range of narrative projects and platforms and a demonstrated understanding of the fundamental principles of narrative screenwriting for all genres.
- Some experience in the production of narrative projects and platforms and a demonstrated understanding of production financing, budgets and processes.

- Proven ability to make impactful decisions outside of own personal taste, using sound judgment and facts to achieve successful and fair results and to explore the needs, concerns and position of applicants to progress the outcomes of funded projects.
 - High-level knowledge and understanding of the Australian and international screen industry, the key players, practitioners and trends.
 - Exceptional creative judgment with a proven ability to evaluate ideas, scripts and cuts; and ability to assess the production, budget and audience implications of projects.
 - Excellent time management and organisational skills and demonstrable experience managing multiple projects simultaneously and delivering to deadlines.
 - Strong written and verbal communication skills with the ability to represent Screen Australia to industry with diplomacy, sensitivity, confidentiality and tact.
 - Well-developed written and oral communication skills, combined with exceptional interpersonal skills that demonstrate the ability to represent Screen Australia to industry with diplomacy, sensitivity, confidentiality and tact as required.
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Behaviours

- Open communicator, shares thoughts and opinions with others
- Commits to action and driven to achieve results
- Values collaboration and teamwork, and focuses on the achievement of team goals
- Establishes and maintain effective relationships with internal and external stakeholders, and gains their trust and respect
- Creative approach to problems and ability to 'think outside the square'
- Energy, enthusiasm and willingness to take on new challenges
- Shows personal courage and can take unpopular stands when appropriate
- Thrives on change and is able to make decisions without having the total picture
- Seeks feedback, takes it on board and modifies approach
- High level of self-awareness and continually seeks to improve self