



JOB PROFILE

Position Title:	Investment Manager (Development), Narrative Content
Engagement Type:	2 years max term contract
Salary:	Executive Level 1.1 + 15.4% Superannuation
Department / Unit:	Content & Operations / Narrative Content
Reporting Line:	Head of Development

Position Summary: Under the direction of the Head of Development and working closely with the broader Content & Operations Department, this role will be responsible for overseeing allocated applications, special initiatives and funded projects across Screen Australia's Narrative Content Development and Production funds and related programs and initiatives.

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

Core Accountabilities

Under direction of the Head of Development, key responsibilities of this position will include:

- Assess allocated applications and prepare funding recommendation papers for funding across Development, Production and related Narrative Content programs and initiatives and participate in decision meetings.
- Liaise with stakeholders, providing information and advice to assist with applications and projects.
- Collaborate across Narrative Content and other Units across the industry to provide insights to Stakeholders and impact for Screen Australia programs and funding.
- Collaborate with First Nations colleagues in co-assessment and overseeing of funded projects with First Nations content and practitioners.
- Collaborate with the Contracts Management and Legal teams on contracting for funded projects.
- Monitor and engage with the development and production of allocated funded projects and oversee these through to completion.
- Assist with the planning and development of various workshops and initiatives from end to end, including attendance as required.

- Contribute to the ongoing development of the Unit's programs and policies through 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.
 - Establish and maintain effective relationships with 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.
 - Undertake other duties as required.
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Selection Criteria

Qualifications and Experience

- A strong track record in one or more aspects of developing, producing, commissioning, directing, writing, distributing or bonding for narrative projects across feature film, television, or online/direct to audience/interactive narrative in scripted genre that demonstrates high levels of well-developed creative and commercial skills and knowledge, including the ability to give (non-prescriptive) comments on scripts and creative materials.
- Strong interest and experience in online/direct to audience/interactive in scripted narrative is encouraged.
- Experience in narrative content in the screen or broader arts industry that demonstrates a keen understanding of the fundamental principles of storytelling and the production and pathway to audience process.
- Demonstrable knowledge of the current Australian (and preferably international) television, direct to audience and feature film entertainment industry and the key players.
- An understanding of production budgets, financing and recoupment and/or monetisation will also be of benefit.
- A strong understanding of audience trends and behaviours across direct to audience and commissioning platforms, and ability to interpret the fast-moving audience and buyer landscape.
- Good creative judgment with a proven ability to evaluate ideas, scripts and other proposals and make objective decisions to achieve successful and fair results.
- Demonstrated experience in roles requiring analytical ability, problem solving, attention to detail and management of own administrative tasks.
- 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.
- Proven ability to actively contribute to, and participate in maintaining a positive, collaborative team environment and workplace.

Behaviours

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

Screen Australia Values

