

DEVELOPMENT EXECUTIVE

BACKGROUND INFORMATION

Ffilm Cymru Wales is committed to supporting sustainable growth in the Welsh film sector and improving access to film and its benefits for the people of Wales. We work across the sector supply chain, supporting film development, production, cinemas, film festivals and film and media education, offering advice, funding, skills advancement and advocacy. Central to all of our work is our commitment to inclusion: we champion and support equality and diversity in all of our activities and work to inclusion targets drawn from the Census information for Wales and in line with our Welsh Language Plan.

Ffilm Cymru Wales' Creative Business team is responsible for the allocation of our development and production funding, our low-budget film scheme 'Cinematic', the Welsh Talent Network for new and emerging filmmakers, our company support offer, along with targeted talent development events and training programmes. Ffilm Cymru Wales' Audience, Education and Regeneration department is responsible for managing our film education and audience access funding, working collegiately with the Creative Business team to maximise crossover between departments such as the creation of complementary educational resources for Ffilm Cymru Wales – funded feature films.

Development and production funding is available for British qualifying feature films that benefit Wales, with a particular emphasis on projects involving Wales born OR based writers, producers and directors. We currently have approximately 50 projects on our development slate across a wide range of genres and budgets, including documentaries and animation. We award development funding around bi-annual deadlines and anticipate making 8-12 development awards each year, some of which will be supplementary awards to existing projects.

We focus not only on specific projects and talent, but on the broader context in which Welsh film businesses evolve, contributing to sector growth – in particular encouraging and supporting the development of complementary IP, and the early consideration of audience development strategies. These ideas are captured within our Magnifier approach.

For more information please see www.ffilmcymruwales.com

MAIN PURPOSE OF JOB

To support the talent development activities of Ffilm Cymru Wales in relation to the allocation of our feature film development funding. Working alongside the other Development Executive, the post holder will be a first point of contact for development funding enquiries and for talent in receipt of our development funding. The post holder will support talent in receipt of our development funding, overseeing their progress against key milestones, matching them with other talent and strategic industry partners, and identifying other support that could benefit them and their project across the Creative department's activities. The post holder will be key to the application of Ffilm Cymru Wales' Magnifier approach, identifying audience development and additional Intellectual Property (IP) opportunities for projects in funded development, working closely with the Development Executive, Head of Creative Business and the Audience, Education and Regeneration Manager.

The post holder will work to the Head of Creative Business and work closely with colleagues in the Creative Business team, particularly the Development Executive, the Production and Special Projects Manager, and the Welsh Talent Network Manager to signpost pre-first feature talent that might benefit from network funded activities, such as mentoring and peer to peer networks. The administrator provides support to the creative team, whilst also supporting with talent outreach and tracking.

PRINCIPAL DUTIES & RESPONSIBILITIES

Working to the line manager, the Head of Creative Business:

- Being a first point of contact for enquiries and applications for development funding and pro-active in directly approaching potential applicants aligned with improving the diversity of applications.
- Liaising with the Administrator on new applications that they will log – following up with the applicants if further materials are required.
- Creatively and commercially assessing applications, participating in funding decisions for amounts up to £49,999 and inputting into recommendations for Board approval for award of £50,000 or above.
- Preparing development funding agreements to templates with guidance from your line manager.
- Managing development-associated administration, monitoring the progress of projects and organising payment of funding instalments when conditions precedent have been met.
- Supporting the creative and commercial development of projects in receipt of funding. In doing so the priority is to empower the producing team to further their project. The post holder should work closely with talent to be able to suggest appropriate script editors, exec producers, other industry partners and funding initiatives to further their project's progression.
- In addition to the above, the post holder should identify possible audience development or additional IP opportunities at key junctures in the project's progression, liaising with the Audience, Education and Regeneration Manager and the Head of Creative Business.
- Signposting pre-first feature talent to the Welsh Talent Network Manager that might benefit from network funded activities and tracking Network talent who might be ready to progress to development funding.
- Identifying and developing partnerships with compatible funders and organizations for the furtherance of talent and projects in development including other national and international film funds, broadcasters, and other arts, digital and creative industry organizations.
- Supporting the planning and delivery of talent development programmes and events, where necessary.
- Participating in team meetings and keeping the slate status report up-to-date.
- Identify any gaps in representation apparent at application point in reference to Ffilm Cymru Wales' Inclusion and Diversity plan.
- Researching and proposing potential facilitators to support the broader development of IP and audience development plans for supported projects.
- Representing the company at development related meetings, events and festivals etc as an advocate of our work and the talent and projects from Wales, at the request of your line manager.
- Keeping informed of sector developments and opportunities and liaising with our Communications Officer to ensure talent related opportunities are signposted to our client base.
- Any other duties that may reasonably be delegated by Head of Creative Business.

PERSON SPECIFICATION

- Significant experience of assessing and developing feature-length projects and supporting creative talent.
- Excellent creative and commercial acumen.
- A strong appreciation of what is viable at a range of production budgets and broad market awareness.
- Ability to support audience development strategies and understanding of wider intellectual property potential.
- Strong administrative and communication skills with an eye for detail.
- Self-motivated with experience of overseeing a high volume of work with a significant level of responsibility.
- Bilingual – Welsh/English – is desirable.

Ffilm Cymru Wales has an Equal Opportunities Recruitment Policy.