



# Position Description

## Vice President, International Production

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<b>Employment type:</b>	Full time position
<b>Reports to:</b>	EVP International Production
<b>Location:</b>	2029 Century Park East, Suite 3150, Los Angeles, CA 90067

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### Organisation Summary

#### Who we are

Ausfilm promotes Australia's incentive schemes, locations and capabilities to assist international screen producers to make their production in Australia.

Ausfilm is an industry–government partnership. It comprises Australia's Federal and State Governments, the major studios and leading post and digital, visual effects facilities and production service providers. With offices in Sydney and Los Angeles, Ausfilm maintains an information gateway to connect filmmakers worldwide to understand the capability and capacity of Australia's screen production industry as well as the relevant regulations and incentives provided by all levels of government in Australia. Ausfilm assists the Australian industry to understand and connect with the international film and television market.

Ausfilm provides advice and information to the Australian Government in relation to screen production, domestically and internationally, and engages with other Commonwealth agencies for the exchange of information and coordination of promotional and marketing activities.

For more information on Ausfilm and its services, visit [Ausfilm.com](http://Ausfilm.com)

Ausfilm USA Inc. is the US subsidiary organization of Ausfilm International based in Los Angeles. Ausfilm USA Inc. is incorporated in California and is governed by a Board of Directors.

#### Ausfilm Vision

Australia will be a leading destination of choice for international film and television content makers attracting a continuous pipeline of activity to support screen growth, across the country, and for the sector to be recognised by Government as a critical driver of job creation, skills development, and economic growth.

#### Ausfilm Values

- **Passionate:** We are dedicated in supporting our membership and clients, tenacious in our goals, continuously working to improve the screen ecosystem.
- **Collaborative:** We proactively share knowledge and information to find solutions for the collective interests of Ausfilm's community.
- **Impactful:** We strive for excellence in all that we do and are driven by delivering outcomes and results.
- **Accountable:** We maintain the highest standards in our commitment to deliver to our stakeholders.

## **The Position**

Under the direction and leadership of the Executive Vice President, International Production, the Vice President, International Production will build and maintain effective client relationships with both US and international clients, Ausfilm members and Australian talent in order to positively influence the attraction of film, television and post, digital and visual effects production to Australia.

## **Key Duties and Responsibilities**

1. Develop and maintain relationships with clients to provide information on the benefits of filming or undertaking post, digital and visual effects production in Australia
2. Source and track production leads for film, television and post-production and digital and visual effects (PDV) projects and provide regular updates as relevant to assist in securing the productions to Australia;
3. Maintain regular contact with Ausfilm members through proactive interaction on a regular basis and facilitate tailored meeting schedules for members' visits to Los Angeles.
4. Provide thorough briefing materials regarding project leads on Ausfilm's monthly production reports to members.
5. Coordinate state location pitches and related deadlines. Provide regular feedback and updates to State Screen Agencies on their progress in the project attraction process.
6. Manage logistics of Partner with Australia and Ausfilm Week in Los Angeles.
7. Pursue new project and contact leads through the daily revision of screen-industry and trade publications.
8. Support client visits to Australia as part of the Ausfilm Familiarization Program (inbound program), the client, Ausfilm Sydney team and State Screen Agencies.
9. Continuously develop knowledge about the Australian screen industry, Australian economic and political affairs as well as Australia's competitive position against alternative international production attraction destinations.
10. Contribute to organisational planning and performance reporting through weekly staff meetings and Board papers.

## **Key Selection Criteria**

1. Demonstrated knowledge of and contacts in North America industry across film, television and post, digital and visual effects;
2. Understanding of the Australian film and television industry across development, production, post production, and knowledge of present and future film, television and digital trends
3. Excellent interpersonal, presentation, verbal and written communication skills
4. Superior organisational skills including project management
5. Demonstrated ability to grasp new concepts and ideas
6. Knowledge of Australia and its diverse production locations
7. +5 years of relevant experience in either a similar or related industry

## **General**

- The position is based at Ausfilm's Los Angeles office with hybrid working arrangements available.
- Domestic and international travel will be required.
- Ausfilm's COVID Vaccination Policy requires all staff to be up to date with vaccinations or provide a medical exemption.
- People from diverse and inclusive backgrounds are encouraged to apply.

## **HOW TO APPLY:**

Send a cover letter **responding to the following three questions** along with your resume to [position@ausfilm.com.au](mailto:position@ausfilm.com.au)

QUESTION 1: Briefly describe your knowledge of the film and television industry and how you acquired this knowledge and understanding?

QUESTION 2: In this role you need to be able to utilize a network to help achieve results. Provide an example of how you have developed and maintained relevant networks in the film and television industry and utilized these contacts in your work to help you achieve successful outcomes?

QUESTION 3: Please provide an example of a professional challenge that you faced in one of your roles and how you dealt with it.

**Applications close midnight PST November 19, 2022.**

**Only applications with cover letters addressing the three above questions will be considered.**