Programming Lead

Position

Programming Lead – Responsible for execution of artistic vision and mission of the festival and oversee full cycle of film submission and selection process.

Remuneration

Service is without remuneration except for administrative support, travel, and accommodation costs in relation to duties.

Qualification

All festival contractors and directors shall meet the following qualifications:

(a) must be at least 18 years old
(b) bachelor's degree or above
(c) minimum 3 years' festival/event experience
(d) strong written and verbal communication and interpersonal skills
(e) personal qualities of integrity, credibility, and passion for the organization's cause

Duties

- Manage the film selection process including, review of films submitted and selection of films pertaining to the festival.
- Create a Film rating and scoring sheet
- Lead and organize the film selection committee including, scheduling film reviews and facilitating film reviews.
- Organize the festival film screenings including set up of film schedule, coordination with the venue on screening requirements
- Work with Marketing and Technology team in the promotion of film programming
- Create Programming sheet and manage all programming communications
- Well versed with film making aspects and can bring in creativity and think out of the box
- Research on new trends in programming and bring in fresh perspectives
- Come up with the awards ceremony and framework
- Schedule and plan panel discussions, industry sessions and other creative masterclasses
- Manage the development and production of festival panels and workshops.
- Supervise the development and content of festival guide and website content; writing and editing as needed
- Work with sponsors, donors, and board members in relation to the production and delivery of programs and events