



## **The opportunity**

As the Business Development Manager, Film/TV, you will lead the promotion, outreach and awareness of Edmonton and region as a prime location for film/TV productions at the national and international levels. The Business Development Manager, Film/TV will also lead film commission services in Edmonton and region.

### **Primary duties include:**

- Collaboratively develop and execute strategies to market screen media production, locations, and goods and services available in Edmonton and region.
- Assisting municipalities to develop and implement screen friendly policies and procedures.
- Collaboratively develop and manage support program(s) for film/TV productions.
- Acting as a primary contact for film/TV productions seeking assistance with locations scouting.
- Liaising with government, stakeholders, and other organizations to identify opportunities, issues and trends that may impact Edmonton and region.
- Representing ESIO at various events, trade shows and meetings to promote the region.

The Business Development Manager, Film/TV reports to the CEO.

### **What you bring**

- Post-secondary education in a relevant field of study, or combination of education and experience in the Film/TV industry.
- Minimum of five-years of management experience in Film/TV production and/or film commission services. Experience as a direct seller at the national and international level is an asset.
- Thorough knowledge of the audiovisual sector 'from script to set'.
- Ability to travel internationally.
- Ability to work flexible hours, as evening and weekend work may be required.
- Demonstrated effective sales techniques.
- A well-defined sense of diplomacy, including solid negotiation, conflict resolution and people management skills.
- Superior interpersonal skills.
- An out-going, positive, people-oriented personality.
- Self-starter with the ability to work individually and in an integrated team environment.
- Strategic thinking and problem-solving skills.
- Excellent attention to detail.
- Creative thinker with an eye for detail and design.
- Ability to take on responsibility and use initiative to prioritize and work effectively, under pressure and to tight deadlines.
- Excellent time management skills.
- Demonstrated planning and organization skills.
- Strong budget management skills.



- Excellent verbal, public and written communication.

### **What the ESIO has to offer**

- Competitive salary starting at \$80,000 and commensurate with experience.
- Health benefits, including a Health Spending Account and Employee Assistance Program.
- Flexible work hours.
- Ability to work remotely (3 days/week).
- Opportunities for training and development.

### **About the ESIO**

The Edmonton Screen Industries Office Society (ESIO) was established in 2017 by the City of Edmonton to ensure that the Edmonton Metro region becomes known nationally and internationally as a great place to start, develop, and commercialize creative content in the screen industries. We lead community efforts to create opportunities and provide support for economic development of the sector.

With early support from the Edmonton Arts Council, Edmonton Economic Development Corporation, and seed financial support from the City of Edmonton, the ESIO set to work to re-establish and expand leadership roles previously assigned to the Edmonton Film Commission into an expanded vision for the growth and sustainability of all of Edmonton Metro's creative screen enterprises and industries. This expanded scope includes adopting industries such as animation, video game development and virtual reality applications, while retaining support for the film and television industry.

ESIO's strategy considers and addresses the challenge of a wide diversity of interests, history, and business models by approaching the sector with an entrepreneurial mindset, building on and leveraging Edmonton Metro's existing strengths in support of more sustainable enterprises and new sector opportunities. For more information about the ESIO visit [www.edmontonscreen.com](http://www.edmontonscreen.com) to learn more.

### **How to apply**

Please submit your resume, cover letter and salary expectations to [hr@edmontonscreen.com](mailto:hr@edmontonscreen.com), noting 'Business Development Specialist, Film/TV' in the subject line. This posting will remain open until a suitable candidate is found.

We thank all applicants for their interest; however, only those selected for an interview will be contacted. The ESIO is committed to a diverse workforce and an inclusive culture. As an equal opportunity, equal pay and equal rights employer, we encourage applications from all qualified individuals.

*At the Edmonton Screen Industries Office, we recognize, appreciate, and celebrate the First Nations, Metis, and Inuit whose footsteps have marked these lands for generations. We respectfully acknowledge that we are situated on Treaty 6 territory, traditional lands of the Cree, Dene, Blackfoot, Saulteaux,*



*Nakota Sioux, and Métis. We also encourage, support, and promote the resurgence of Indigenous knowledge and practices and are committed to empowering Indigenous creativity in the spirit of reconciliation.*