

LA FiLM FESTiVAL

Festival Programmer

2017 LA Film Festival – JUNE 14-22, 2017

Reports to: Director of Programming / Festival Director

Hire Term: January 3 – June 26 (15 assigned weeks)

The **Festival Programmer** works closely with the Festival's programming team, including the Director of Programming, Festival Director, and Associate Programmers, to program and organize the LA Film Festival.

DUTIES

- Research and establish contacts for the broad circulation of the Call for Submissions to film schools, filmmaker networks, and community organizations.
- Monitor screener ratings and evaluations; ensure that films are being viewed and returned consistently.
- Serve as on-site programming representative during Festival. Introduce programs and conduct Q&A's.
- Develops, implements, and evaluates program(s) for the year in conjunction with Director of Programming and Festival Director.
- Builds connections between industry professionals, agents, distributors, and other industry professionals in pursuit of establishing positive relations with industry and a structure for the Festival to maintain and develop these relations.
- Reviews and critically evaluates hundreds of films.
- Monitors film evaluations from programming pods and features screeners and reports results to Director of Programming.
- Conducts outreach to the film community through personal contacts and tracks future film projects for consideration to the festival.
- Fosters the development of good relations with other cultural organizations, festivals, studios, agencies, schools and filmmakers.
- Reports to the Director of Programming on a regular basis to provide updates on artistic and programming activity, and to the Festival Director as requested.
- Writes synopses for films.
- Other duties, as assigned.

QUALIFICATIONS/REQUIREMENTS

- 10+ years experience in the film industry.
- 3+ years of experience in film festival programming, research, and operations, scouting festivals for new filmmakers, monitoring screeners, developing tracking database, writing festival notes for film catalog and website, and moderating festival conversations.
- Effective communication skills.
- Hard-working team player with initiative that can work with minimal supervision.
- Strong organizational skills.
- Experience with FileMaker Pro, Excel and Film Freeway strongly preferred.
- Ability to juggle multiple deadlines and priorities with limited resources is a must.
- Maintains office hours as assigned.
- Attends predetermined programming meetings.

To apply, email your resume to jobs@filmindependent.org. No phone calls or direct emails please.