



Chief Legal Counsel

Aronga | Our purpose

To build on New Zealand's legacy of excellence in filmmaking and unleash exceptional creativity.

Te ara | Way

By investing in creativity and consistently delivering quality that lasts generations.

Putanga | Impact

New Zealand films will capture the imaginations of audiences in Aotearoa and around the world.

To Kaupapa | Your purpose

As Chief Legal Counsel, your role is to lead our team of legal advisers, providing legal and business advice for the New Zealand Film Commission that is both pragmatic and commercial in its focus. You play an integral role in pragmatically managing our risk as a government funder of screen productions by ensuring our work is supported by robust legal advice and practice and that it is based on sound commercial considerations.

To Mahi | What you do

You are accountable for

- Leading the Legal and Business Affairs team and assuring the quality of work produced by this team. This includes coaching, giving feedback, developing and supporting team members to perform and to grow their capability.
- Managing the Legal and Business Affairs budget, accurately budgeting, forecasting and managing expenditure to the approved allocation.
- Providing advice to the Chief Executive on all aspects of public sector screen production.
- Providing legal advice on all commercial aspects of feature film production funding applications to the New Zealand Film Commission Board.
- On behalf of the New Zealand Film Commission, preparing and negotiating production financing contracts and associated documents with contracting parties in relations to NZFC funding, and monitoring their compliance.
- Providing support to the industry in navigating the legal aspects of screen production.
- Ensuring systems and processes are in place to ensure that all New Zealand Film Commission contracts are based on sound legal advice and drafting. This relates to a wide variety of contractual matters (sales and agency responsibilities - Te Ahi Ka, chain of title, offer letters, pre-closing advances, development funding, other NZFC funding

agreements).

- Developing policies, NZFC Rules, and procedures to support the effective operation of our role as a funder of screen productions on behalf of the NZ Government.
- Understanding our obligations under the Official Information Act 1982, the Privacy Act 2020 (as the Privacy Officer for the New Zealand Film Commission) or any other legislation.
- Supporting the Chief Executive in the formulation of submissions on legislative reform and Government initiatives of relevance to the New Zealand Film Commission.
- Engaging and building relationships with a range of stakeholders (external lawyers; film makers; government agencies - Ministry of Culture and Heritage, Ministry of Business Innovation and Employment; other screen funding agencies - NZ on Air, Te Mangai Paha etc).

You achieve this by

- Leading inclusively, respecting and valuing the diversity and uniqueness of team members, our people and stakeholder community.
- Contributing to our strategic direction and the collective effort to influence, inspire, motivate and guide our team to success.
- Modelling and promoting the values and vision of the New Zealand Film Commission and the expectations from the Code of Conduct.
- Working in partnership with Māori as a Treaty partner, embracing Te ao Māori concepts and practices, and appropriately observing tikanga and kawa through our engagement.
- Sharing your knowledge and expertise to actively build the capability of others and providing stretch opportunities to enable that growth.
- Working collaboratively with colleagues to support the collective achievement of our goals.
- Building strong credibility with the Board, our team and our stakeholder community.
- Managing risk, identifying where it exists, and actively working to mitigate the risk.
- Ensuring there is a healthy and safe workplace and working environment for our people.

To haerenga ki te angitu | Your journey to success

Behavioural Capabilities

We are passionate about our role as an industry leader and a screen production funder, and we are committed to the success of our people who work to support our vision. To be successful in this position you will have demonstrated the following capabilities:

- Working and leading inclusively, recognising and valuing diversity of thought and being and differing world views.
- Supporting, managing and leading people through change.
- Enhancing organisational performance through collaboration, being responsive to changing needs, identifying opportunities to innovate and to achieve gains in efficiency and effectiveness.

- Enhancing customer experience by engaging with the customer to understand their diverse mindsets and needs, and by considering how we could further improve our service to our customers.
- Enhancing people performance by setting clear objectives and expectations linked to our organisational outcomes, role modelling positive working relationships, expecting high performance and acting promptly on behaviour that could have a detrimental impact.
- Supporting the Māori Crown Relationship through an understanding of the Crown's obligations to Māori as a Treaty partner, building awareness of Te ao Māori and its significance to our work, and being sensitive to tikanga/kawa and the need to engage in a manner appropriate to our stakeholders, colleagues and the setting.

Specialist Technical Capabilities

To be successful in this position you will:

- Be a qualified lawyer with a current NZ practising certificate.
- Have experience practising entertainment law in NZ or a comparative foreign jurisdiction.
- Have at least ten years' experience practising law in the screen production industry (large production company, studio, or commissioning platform).