



Film Production Lead

Tō mātou pūtake | Our purpose

To empower and attract distinctive and diverse screen productions for all audiences.

The New Zealand Film Commission supports the development of high impact, authentic and culturally significant films for Aotearoa New Zealand; we work to sustain and strengthen economic growth for our thriving film industry; we facilitate dynamic pathways to support the development of outstanding people, projects and businesses; and we build and grow partnerships with our stakeholders.

Te mātou tirohanga roa | Our vision

Championing exceptional storytellers to create enduring taonga for Aotearoa New Zealand.

Tō Kaupapa | Your purpose

The Film Production Lead is responsible for supporting the New Zealand Film Commission to make quality decisions in respect of New Zealand feature film production. The Film Production Lead manages the Commission's financial interest in films that are being produced with NZFC funding. They advise the Film Development Lead on the merits or otherwise of the financial aspects of feature film funding applications. They work to ensure that the film projects that have been funded by the NZFC progress through the production process as agreed and within the approved funding parameters. They also ensure that the film projects deliver against the contracted obligations, and they authorise film production expenditure and oversee the NZFC film financing ensuring appropriate controls are in place.

The Film Production Lead, as our in-house expert, provides expert advice to the Co-productions, Rebate and Government Relations Team on the financial aspects of the productions they are dealing with.

Tō Mahi | What you do

You are accountable for

- Monitoring film production budgets, accurately monitoring budgeting, forecasts and expenditure to the approved allocation.
- Developing and implementing strategies and initiatives to improve the commercial performance of funded feature films.
- Contributing expert input and advice from a production perspective on the viability of proposed film projects (including consideration of budget, methodology, schedule and personnel) to the investment decision making process.

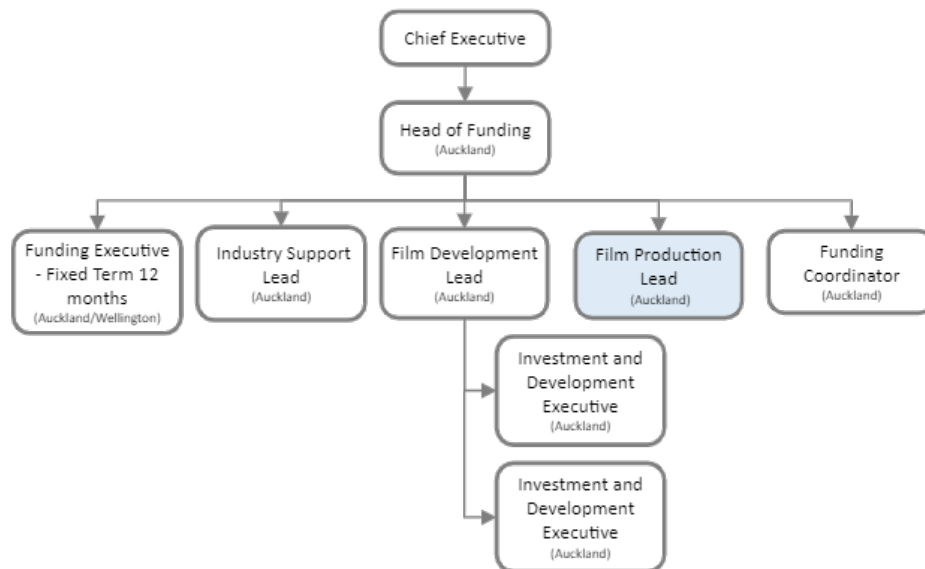
- Contributing expert input and advice from a production perspective on the financial aspects of the international co-productions seeking funding and productions that may qualify for a rebate under the Screen Production Rebate scheme. This will include consideration of budget, methodology, schedule and personnel.
- Managing the New Zealand Film Commission's interest in the production of feature films. This includes monitoring the film production to ensure that NZFC funded films are progressing as expected and contracted and according to approved funding parameters.
- Representing the NZFC in approving that fine cuts deliver on contractual obligations.
- Providing insightful, thought provoking and constructive commercial feedback to film makers to support greater success in their feature film production.
- Contributing to the development of our Te Rautaki Maori strategy. Ensuring our Te Rautaki Māori objectives are delivered on through the support we provide to the industry and the funding decisions we make. Driving a focus on the achievement of these objectives.
- Authorising film production expenditure that requires NZFC approval. This includes responsibility for budget approval, the drawdown schedule, and the changes in funding related to significant variations in the planned production and shooting schedules.
- Reviewing and rebalancing the decision-making authority shared between the NZFC and the film maker, with a view to ensuring that the NZFC retains the right balance of control while empowering film makers to be able to make day to day decisions that do not require NZFC oversight.
- Ensuring the film maker delivers on the outcomes formally agreed with the New Zealand Film Commission. This includes assisting them to deliver on these commitments and ensuring that we identify early if the film project is not on track to deliver.
- Developing strategies and problem solving to ensure that film productions that are not on track have a plan to rectify this or otherwise resolve this situation.
- Managing our production progress reporting and other reporting. Preparing Board papers, statutory reporting etc.
- Advising film makers on whether proposed market attachments and distribution pathways are eligible for funding.
- Participating in outreach programmes and events in order to promote and grow the capability and quality of potential feature film projects.

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.

- Contributing to the sustainability of the NZFC by actively reducing our carbon footprint, supporting all NZFC sustainability initiatives, and conserving NZFC resources through the adoption of more efficient ways of working.
- Ensuring that you are aware of and comply with the requirements of the Public Records Act 2005 in relation to all official NZFC documents and communications you are responsible for on behalf of the NZFC.

Tō Turanga | Where you belong



You report to: Head of Funding
You lead a team of: Position has no reporting kaimahi | staff.
Position location: Auckland

Tō 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:

- **Leading strategically.** I think, plan and act strategically maintaining a 'big picture' focus and ability to anticipate future consequences, trends and needs.
- **Leading with influence.** I lead and communicate in a clear, persuasive, impactful, and inspiring way to convince others and to create support for our strategic direction. I adapt my approach and style to my audience.
- **Leading inclusively.** I am respectful of others and their differences, and the contributions they make. I recognise we all have differing worldviews and seek information from those with differing views to inform my work. I work in ways that foster inclusivity and create space for discussion. I role model inclusive behaviour and mitigate my own biases. I give effect to the commitments we have made in the Diversity and Inclusion strategy.

- **Engaging others.** I connect with people in a way that builds trust and effective relationships. I share ideas and information with people and I am respectful of others and their perspectives.
- **Embracing technology and a digital environment.** I support and drive successful adoption of technology solutions that improve business processes and outcomes for our customers.
- **Enhancing organisational performance.** I drive innovation and continuous improvement to sustainably strengthen long-term organisational performance and improve outcomes for stakeholders.
- **Developing and managing processes.** I consult and engage with stakeholders to consider user/customer perspectives and make it as easy as possible for our stakeholders to engage with us. I understand how to design processes and controls with the stakeholder experience in mind while also achieving our business outcomes.
- **Enhancing the stakeholder experience.** I understand the needs of our diverse stakeholders and apply this understanding to drive the design of our products and services.
- **Enhancing the Māori Crown relationship.** I understand the importance of our work to the Māori Crown relationship. I recognise, and encourage others to recognise, the value of applying Te Ao Māori to our work. I observe tikanga Māori appropriately when engaging with the Māori film community. I actively work to develop my te reo Māori capability. I actively give effect to Te Rautaki Māori strategy to drive the achievement of our objectives.
- **Achieving results through others.** I effectively collaborate with others to deliver outcomes for stakeholders. I navigate complex situations effectively while showing integrity and sensitivity towards the different ways people work.
- **Enhancing people performance and developing talent.** I value feedback and use it to critically assess my performance and identify opportunities to make changes to how I work. I provide constructive and targeted feedback and recognition. I proactively share my knowledge and collaborate with my team, my peers and colleagues to help them enhance their capability and drive their own development. I question the status quo in a way that helps me and others to enhance our performance.
- **Making effective, evidence-based decisions.** I demonstrate drive, ambition, optimism, and a delivery focus to make things happen and to achieve ambitious outcomes. I gather the right evidence/information to make quality decisions. I seek to understand the root issues or challenges when problem solving.

Specialist Technical Capabilities

To be successful in this position you will have:

- A relevant tertiary qualification in business, law, or commerce or the equivalent gained through experience.
- Significant experience working in the New Zealand film and TV industry.
- Experience with the film production process and project planning for film production.
- Extensive experience in the film production industry.
- Extensive knowledge of industry participants and an effective network of relationships across the industry domestically and internationally.
- Credibility with the film industry, or the ability to quickly develop this credibility.
- Commercial acumen including capability with financial reporting and analysis.