



Digital Content Producer

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.

Tō Kaupapa | Your purpose

As our Digital Content Producer, you'll be responsible for creating engaging and consistent content across NZFC's digital channels, including our website, social media platforms (Instagram, Facebook, LinkedIn), email newsletters (EDMs). You'll work closely with the Marketing and Communications team to deliver content that promotes New Zealand films, positions the country as a screen production destination, supports industry initiatives, and helps grow our online audience.

This is an entry-level role ideal for someone with strong writing skills, a passion for storytelling, interest in the New Zealand screen industry, and a desire to learn and grow in a creative environment.

Tō Mahi | What you do

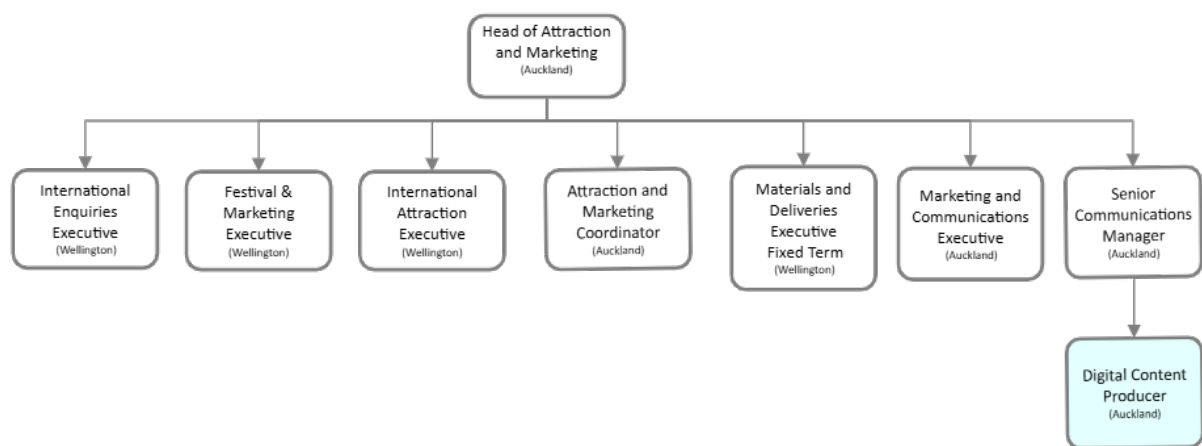
You are accountable for

- Create and publish engaging digital content across NZFC's digital platforms.
- Write compelling copy that reflects NZFC's brand guidelines and tone of voice.
- Design visual assets using tools like Canva or Adobe Creative Suite.
- Collaborate with the Marketing and Communications team to plan content calendars, build online community and optimise SEO strategy.
- Attend occasional industry-related events and productions to capture content.
- Manage timelines and deliverables for digital campaigns.
- Monitor engagement and contribute to performance reporting.

You achieve this by

- Working inclusively and respectfully, valuing the diversity of our team and stakeholder community.
- Upholding and promoting NZFC's values, vision, and Code of Conduct.
- Partnering with Māori as a Treaty partner, embracing Te Ao Māori and observing tikanga and kawa in our engagement.
- Collaborating with colleagues to achieve shared goals.
- Identifying and managing risks proactively.
- Supporting a healthy, safe, and positive working environment.
- 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: Senior Communications Manager

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:

- Excellent writing and communication skills
- A genuine interest in New Zealand films and screen industry
- Willingness to learn new tools and platforms (training provided) including a willingness to learn and apply AI and productivity tools in day-to-day work.
- Basic familiarity with content creation tools (e.g., Canva, Adobe Creative Suite) and experience with CMS and EDM platforms is helpful but not required

- Ability to work collaboratively and take direction
- Flexible and organised, with good time management
- Dynamic individual who thrives in busy yet supportive environment
- Someone unafraid to share bold ideas