



## Position Description

<b>Position Title</b>	Screenability Marketing Intern
<b>Reporting to</b>	Head of Marketing and Customer Relations
<b>Salary</b>	\$40k pro rota + 9.5% super
<b>Contract Dates</b>	2 days per week, 15 April – 7 June 2019
<b>Application Deadline</b>	Wednesday 20 March 2019

The Sydney Film Festival (SFF) is one of the longest running events of its kind in the world. Each year the Festival brings the best new local and international films to audiences in Sydney. As well premiere features from over 60 countries, SFF screens short films, Australian films, documentaries and archive titles. The Festival hosts a number of awards to recognize excellence in filmmaking, including the Official Competition, Dendy Awards for Australian Short Films, (which are Academy Award eligible) and Documentary Australia Foundation Documentary Prize.

Sydney Film Festival, now going into its 66th year, occurs over 12 days in June in 10 locations across the Sydney CBD, Cremorne, Randwick and Inner West, screening 350 sessions of over 190 films.

The Travelling Film Festival (TFF) operates all year, taking weekend festivals to 19 venues across regional NSW, Queensland and the Northern Territory.

## **Position Description**

Last year Sydney Film Festival presented Screenability, in partnership with Create NSW and the NSW Department of Family and Community Service, a new platform for screen practitioners with disability leading the narrative. SFF are searching for a Screenability Marketing Intern to assist the marketing department with the advertising and promotion of the Screenability program.

Sydney Film Festival is committed to finding a candidate who identify as having disability for this internship.

The role includes assisting with social media, building eNews, researching Sydney's disability community, assisting in the creation of materials to promote the event, and assisting to improve the access and inclusion of the Festival.

### **Marketing**

- Coming up with a social media plan for Screenability, including scheduling posts and setting up ads.
- Ensuring social media posts meet best practice standards for the disability community, e.g. include captions on videos, etc.
- Creating engaging content for Facebook, Instagram and Twitter.
- Collate a list of cross promotional media partners to promote Screenability program, and then send out information to these locations.
- Assist in the research for print and online ads, and assist in the negotiation of booking ad spaces.
- Assist in the briefing and proofing of the designed ads for publication and online.
- Other marketing tasks as required.

### **Key Selection Criteria**

## **Essential**

- Attention to detail, with strong organisational and time management skills.
- Demonstrated ability to plan, prioritise and meet strict deadlines.
- Ability to collate accurate information and condense to cater for specific audiences.
- Experience of working as part of a team in a busy event environment.
- An interest in Marketing and Social Media.

## **Desirable**

- Previous experience working in events in the arts or a cultural organization.
- An interest in film.
- Experience of HTML, Flash and other online design software.

## **Core Competencies**

- Team Focus: Is committed and skilled at working with and assisting others to achieve positive outcomes.
- Flexible: Demonstrates a willingness to take on new challenges, roles and responsibilities and adapt positively to changing working conditions and priorities.
- Self-starting: Highly motivated to achieve, shows initiative and acts proactively to deliver excellent results without directive supervision.
- Interpersonal: Skilled at building rapport, understanding others needs and developing effective working relationships.

## **Application Process**

Please send your CV and a brief Covering Letter, outlining why you would like to work at SFF to [james@sff.org.au](mailto:james@sff.org.au). Applications close on Wednesday 20 March 2019.