

# B R O A D W A Y

HEAD OF FILM HUB MIDLANDS - PERSON SPECIFICATION				
	Essential Criteria		Desirable Criteria	
Experience	Demonstrable experience of managing complex projects at a high level, with a track record of successful delivery	A, I	Experience of working in the film exhibition or talent development sector	A, I
	Experience of leading and developing a team to successfully deliver project outcomes	A, I	Experience of managing a grant giving programme	A, I
	Experience of building strategic partnerships and working with multiple stakeholders	A, I	Experience of funding bid writing	A, I
		A, I	Experience of audience development	A, I
Knowledge	Comfortable with, and effective in using, a range of IT systems and tools to aid personal and team productivity (e.g. Google Drive, MS Office Suite, Zoom, Slack)	A, I		
Skills & Attributes	Able to engage and maintain current high performance in a geographically dispersed team working on a mixed range of projects under the FHM umbrella	A, I	Demonstrable commitment to increasing public engagement with cultural activity	A, I
	Commitment to equality, diversity and inclusion, with practical drive to embed this in FHM practice and results	A, I		
	Commitment to environmental sustainability and ensuring this is reflected in FHM practice	A, I		
	Good financial awareness with the ability to manage budgets including tracking and reporting	T		
	Ability to write accurate and compelling funding proposals and reports	T		

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	Excellent project management skills with the ability to manage and deliver complex projects with multiple stakeholders	A, I		
	Ability to communicate credibly and persuasively, and be influential, with a wide range of people, including cinemas, film festivals, film clubs, filmmakers, funders, suppliers, senior management, stakeholders, and develop good working relationships in all cases	A, I		
	High standard of personal effectiveness, adaptable, self-organised, and able to meet deadlines	I		

- A = to be demonstrated in the application form  
 I = to be demonstrated at interview  
 T = to be demonstrated by completing a measurable test