

JULY 5, 2021

OFFICER, RIGHTS CLEARANCE

POSITION NUMBER: 00021349

POSITION STATUS: Temporary until March 31 2022, Full-Time

DIVISION: Institutional, Legal and Human Resources Services

DEPARTMENT: Business Affaires and Legal Services

SALARY RANGE: 06 – \$54,340 to \$66,770

UNION CATEGORY: PIPSC

LOCATION: Montreal

Are you passionate about great storytelling, about exploring the issues that matter, about pushing the boundaries in new audiovisual experiences? So are we. As Canada's public producer and distributor, the National Film Board has been telling the country's stories and pioneering breakthroughs in virtually every field of audiovisual content since 1939. But to do this, we need a team that truly reflects the richness and diversity of Canada. If you'd like to be a part of this team—and part of the NFB's incredible legacy—we'd love to hear from you.

SUMMARY OF DUTIES

Processes the clearance of copyright and other associated rights for special institutional projects, for the acquisition or renewal of rights in traditional markets, and for use of the NFB collection in new media, particularly as part of the NFB digital strategy.

MAJOR RESPONSIBILITIES

- Negotiates rights clearance with the rights holders to permit the use of the films selected and other elements comprising a given project (photos, music, text, etc.) in accordance with the identified strategic priorities and, in the case of certain artists, clears the rights in accordance with special agreements made with the artists' associations;
- Analyzes and interprets, with the help of the Administrator, Rights Clearance and Legal Counsel when required, the acquired rights to determine the scope of existing rights for elements of a production project, using the appropriate internal documents and sources;
- Develops, with the support of Legal Services and in collaboration with the internal client (responsible for the programming or distribution of productions within the framework of the digital strategy), a rights acquisition and renewal strategy with rights holders in new media or traditional markets that takes into account the NFB's strategic priorities, available budgets, rights holder categories and potential revenue, if applicable;
- Identifies and traces the rights holders and sources for granting licences;
- Provides an analysis and estimate of verification and rights clearance costs for projects;
- Performs administrative activities related to rights processing and enters the rights thus acquired or renewed into the electronic database (ECMS).

REQUIRED QUALIFICATIONS

- College degree in an appropriate discipline such as legal or administrative technique and four (4) years' relevant experience acquiring, managing and negotiating film rights, or an equivalent combination of education and experience;
- Familiarity with audiovisual industry issues concerning intellectual property and good awareness of the challenges involved in new distribution technologies (Internet) and ways to solve related problems;
- Thorough knowledge of business processes concerning rights negotiation, acquisition, assignment and management, as applied in the cultural industry;
- Skilled in negotiating copyrights and contracts and able to set priorities and respect deadlines;
- Mastery of Microsoft Office suite applications;
- Knowledge of the NFB rights management system and Oracle databases would be an asset;
- Mastery of spoken and written French and English is essential.

PERSONAL QUALITIES

- Recognized ability for the satisfaction of internal customer;
- Ability to effectively and persuasively convey requests;
- Working patterns adapted to occasionally changing priorities.

Interested candidates with the above qualifications are invited to apply in writing, **including a copy of their résumé to rh-hr@nfb.ca, BY JULY 23, 2021, citing competition number: SN-00021349.**

The NFB is committed to building a skilled, diverse workforce that's reflective of Canadian society. It promotes initiatives such as employment equity and encourages candidates to voluntarily indicate in their cover letter if they are a woman, a member of a First Nations group, Inuk, Métis, a person with a disability, or a member of a visible-minority group.

The NFB is also committed to developing inclusive, barrier-free selection processes and work environments. Feel free to advise us of any accommodation needs.

Please note that only applicants selected for an interview will be contacted.