



## Chief Executive Officer (Fulltime Position)

**Position:** Chief Executive Officer (full time, permanent employee)

**Location:** HOTA, Home of the Arts

**Remuneration:** \$105,000 plus super and bonus structure

**Date prepared:** 30 June 2021

**Position Purpose:** To develop and implement strategic plans and strategies to fulfil Gold Coast Film Fantastic's Vision, Mission, and Values, and deliver on agreed organisational strategy, policy, and outcomes.

**Reports to:** Gold Coast Film Fantastic Ltd Board

**Direct Reports:** Gold Coast Film Festival-Festival Director, Brisbane International Film Festival-Festival Director, Company Secretariat (contractor)

**Key relationships / interactions:** The Company's Board, Festival Directors and staff, funding agencies/bodies, all levels of government, sponsors and leading practitioners in the Queensland, Australian and international screen industries

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### THE ORGANISATION

Gold Coast Film Fantastic Ltd trading as Film Fantastic (the Company) was established in November 2001 with the vision to present a uniquely Gold Coast film festival. The dream was realised, and the first festival released in 2002, with a primarily fantasy and sci-fi focus. In 2014 the focus shifted to a broader international program. In 2017 with the support of Screen Queensland, the [Gold Coast Film Festival](#) (GCFF) became an AACTA-Award qualifying festival for feature films, one of seven in Australia.

In the pursuit of being entered onto the Register of Cultural Organisations (ROCO), the Company registered with the Australian Charities and Not-for-profit Commission (ACNC) in November 2018. After a considered submission and year-long wait, on 29 October 2020 the Company was entered onto ROCO. Through the Company's public fund, Gold Coast Film Fantastic Public Fund, we are now eligible to receive tax deductible donations.

In February 2021, the Company was awarded the rights to manage the [Brisbane International Film Festival](#). In appointing the Company as the chosen manager of BIFF 2021 to 2023, Screen Queensland acknowledged the Company's stellar performance delivering Gold Coast Film Festival over many years and its outstanding BIFF tender in a competitive field. We are thrilled to have secured the tender for Brisbane International Film Festival and to be staging the event in 2021, in partnership with Screen Queensland.

With the recent success of being appointed to manage the Brisbane International Film Festival, the Company's Board has created a new role, critical to the Company's strategic objectives, ongoing sustainability, and success.

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### **Key Accountabilities:**

- With the Board, develop and implement strategic plans and strategies to fulfil the Company's Vision, Mission, Values and Compliance and deliver on agreed organisational strategy, policy, and outcomes.
- Responsibility for day-to-day management of the organisations operating under the Company's banners, with the authority to carry out this responsibility in accordance with the strategic direction, delegation and policies established in partnership with the Board.
- Ensure Company resources (human, financial and assets) are structured and leveraged to successfully deliver the strategic outcomes of the organisation.
- Provide high level policy advice on Company matters.
- Ensure that the Board is kept informed of key issues and opportunities and provide the Board with timely, strategic information and responses.
- Strategically position Gold Coast Film Fantastic to achieve financial sustainability, deliver on its mission and realise and protect its brand and the brand of Gold Coast Film Festival, Brisbane International Film Festival and other operational organisations and endeavours within the Company.
- Identify, manage, and monitor strategic, operational and corporate risks, implement key corporate initiatives, procedures and processes to mitigate risks and oversee governance, insurance and compliance matters with appropriate delegations to the Festival Directors and nominated key personnel.

### Core Skills and Experience

- A proven capacity to provide strategic and operational leadership to a complex multi-city based organisation, and a record of developing and implementing successful change and diversification strategies.
- The ability to identify and analyse emerging trends and developments in the screen industry sector and recognise and realise long-term opportunities.
- Relevant experience in a similar role, with a particular preference toward Screen culture, Tourism, Events and/or Festivals.
- A track record of working co-operatively with a Board and achieving agreed targets and desired outcomes. Strong knowledge of applicable governance requirements and experience preparing concise and meaningful Board reports and presentations.
- Extensive experience in a commercial environment with demonstrated ability to lead a business and festival-focused organisation.
- Interest in, and knowledge of, Queensland's screen industry, with a particular focus on the roles festivals play in the screen content ecology.
- Demonstrated high level financial acumen to ensure financial sustainability of the Company.
- Proven experience in identifying and driving new business opportunities, cultivating and leveraging sponsorship, nurturing and securing philanthropic donations and government grant funding and partnerships.
- An engaging people leader with the ability to manage and motivate a small but dedicated workforce with values-led, inclusive and visionary, leadership. The ability to enable and support the Festival Directors and Festival teams to achieve their vision and contractual obligations.



- Exceptional stakeholder and relationship management capability across a diverse range of internal and external stakeholders including Government.
- Highly developed written and verbal communication skills -the ability to communicate with vision and influence.
- Understanding of the requirements of a not-for-profit organisation with DGR status.
- Demonstrated personal drive and integrity with a high attention to detail, accuracy, and confidentiality in dealing with contractual obligations.
- Current driver's license is required.