



## **Team recruitment:**

### **LOCO London Comedy Film Festival 2019**

<http://locofilmfestival.com/>

**Position:** LOCO Sponsorship and Business Development Manager

**Period of work:** Feb - April 2019 (with the possibility of extending until July)

**Dates of Festival:** 11th-14th July 2019

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#### **Overview of LOCO and the LOCO London Comedy Film Festival:**

LOCO was set up in 2010 as a not-for-profit foundation to support and celebrate the world's most original comedy cinema, with a view to kickstarting a new generation of comedy filmmakers. Ultimately we hope to help to build a bigger, better and more diverse British comedy film industry.

The festival is now in its seventh edition. LOCO also runs events throughout the year, including training, development and mentoring programmes for comedy filmmakers, screening events including previews and premieres, and kids' School of Slapstick workshops.

LOCO London is now the world's leading comedy film festival. LOCO's aim is to become the International kitemark for comedy film by the year 2025.

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#### **Overview of role:**

The festival requires an experienced fundraiser to source donors and sponsorship (funding and in-kind) for the 2019 edition of the festival. There are at least two awards that have sponsorship opportunities attached along with multiple other sponsorship opportunities. We are also looking to expand on individual giving, therefore are looking for someone with experience working with charitable patrons.

We pride ourselves on providing an exciting, fun and fulfilling festival experience for team members. We are committed to professional development and are keen to involve our senior staff in larger strategic discussions as well as the day-to-day running of the festival.

LOCO is still relatively young and we are excited for team members to help us to shape the festival moving forward. Where possible and desired, we will work with team members on an ongoing and long-term basis.

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## **Key Roles and Responsibilities:**

### **Sponsorship and Fundraising**

- Research and source potential sponsors for the festival's awards, there are at least two awards that require sponsorship
- Research and source potential festival patrons to develop and nurture long-term funding for the festival
- Identifying potential new sponsorship opportunities

### **Marketing**

- To sell advertising space in the festival's printed programme

### **In-Kind Sponsorship**

- Assist the Festival Director and Producer to source in-kind sponsors for the festival

### **Equality and Diversity Policy**

- It is the company's policy not to discriminate on the grounds of gender identity, marital status, ethnicity, sexuality or disability
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## **Requirements**

- Demonstrable experience in sponsorship or a fundraising role within a not for-profit organisation, preferably in the arts/festivals
  - Experience in marketing, preferably selling space in arts programmes
  - Experience sourcing and working with charitable patrons
  - Ability to sell LOCO to diverse range of partners and businesses
  - A sense of initiative is important – you will often be left to your own devices while everyone gets on with their own tasks, and we need to know that you can be proactive and decisive, while knowing when to take a challenge or thought to the rest of the team.
  - Excellent organisational and communication skills with good attention to detail.
  - You will need to mostly work alone and therefore be able to motivate yourself.
  - To approach any problems or stumbling blocks in a positive and constructive manner, behaving professionally at all times.
  - Tact and discretion.
  - Chemistry plays a large role in LOCO's recruitment decisions and so a face-to-face (or Skype) interview will be key and recommendation is beneficial. The LOCO team is a small and tight one, and it is important that we communicate well and have fun working together
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## Terms

- Based on part fee, part commission, remuneration, with a healthy commission rate. The fee is negotiable based on experience and time available to work.
  - As the work can be carried out remotely this is not a role that needs to be based in London, communication with the festival team can be carried out over email and Skype.
  - We would like the successful applicant to begin work asap.
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## To apply:

Please send your current cv, with a covering note stating the role you are applying for, to:

[hello@locofilmfestival.com](mailto:hello@locofilmfestival.com).

We will reply to your email within 3 days unless otherwise stated.

**Deadline for applications:** Feb 15th 2019

Thank you!