

CURZON

[General Manager – Curzon on Demand]

Reports to – Director of Digital Ventures, Curzon

[Curzon]

Curzon is the UK's first fully integrated independent film company across production, distribution and exhibition. Curzon is using its 85-year-old prized brand to build a film content-led business that provides unforgettable films in quality surroundings via its Curzon-branded cinemas and digital channels.

[Purpose of the Role]

The General Manager role is responsible for the day-to-day operational management of Curzon on Demand (CoD) virtual venue. The work will cover all operational issues, leading and motivating the team, delivering a premium quality guest experience, growing awareness and sales & maximising profitability.

[Role Responsibilities]

- To manage all aspects of the virtual cinema's operations on a day-to-day basis ensuring that your venue delivers an unforgettable guest experience
- Have a pro-active, can do attitude with the primary driver always being to deliver premium quality guest experience
- Drive to deliver Key Performance Indicators (KPI's) targets
- Affiliate Account management
- Act as an ambassador for Curzon at all times by demonstrating Curzon Brand Values and ensure CoD does the same
- Support Ventures Director to deliver business objectives, marketing and drive strategy
- You and the CoD team have a thorough working knowledge of all Curzon products and find opportunities to promote the brand. Be the CoD lead at all Cinema management meetings and ensure regular knowledge transfer(s)
- To liaise with central support functions, external contractors/bodies etc on matters relating to the successful operation of CoD
- To liaise with the Senior Management to provide all relevant operational information, reports etc. to help in driving the cinema performance
- To establish and maintain relations with the film community, businesses and media to enhance the image of the company and to inform them of relevant developments within the company, its products and services
- Support existing affiliate contracts to drive value and achieve target performance plus, develop further the relationships with key partners
- Support CoD business planning and cost management
- Ensure compliance with internal and external governance e.g BBFC, OFCOM
- Maintain strong working relationships with key stakeholders
- Assist Ventures Director with all MEDIA responsibilities
- Assist Ventures Director with vendor and supplier management
- Ad hoc project management

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[General Responsibilities]

- To comply with Curzon's policies, general operational standards and procedures at all times
- To be vigilant at all times and know the lines of communication and emergency procedures, taking appropriate action to ensure Personal safety and security of both customers and colleagues
- To undertake appropriate training and professional development as determined by your manager
- To undertake any other duties as may be reasonably required for an efficient VOD service

[Person Specification]

- Management experience within the media and/or VOD industry
- Proactive driven individual who is independent, commercial, focused, and have excellent communication and presentation skills
- Demonstrable Business acumen and show experience of both the B2B and B2C environments
- Proven experience of successfully leading and motivating a team to meet business targets
- A strong and effective communicator
- Financially aware proven ability to balance commercial & strategic needs
- Operationally minded and can lead & drive execution across a diverse set of functional and operational teams
- Good technology knowledge (web & applications, VOD, content monetisation)
- UK & Ireland platform awareness
- Understanding of latest content marketing techniques and latest technology innovation
- Digital rights knowledge – specifically VOD
- Detail orientated and organised (co-ordination skills) with strong literacy and numeracy skills
- Ability to manage processes and stakeholder management
- Proven experience of delivering within tight time scales
- Demonstrated ability to effectively present and influence at senior management level
- Ability to manage change and culture variations
- A desire to be a part of the best independent company in the UK